

**HARVEST RIDGE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MAY 14, 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, May 14, 2024 at 11:00 a.m.

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The Regular Meeting of Harvest Ridge Community Development District will be held on **May 14, 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, February and March 2024
  - C. Review of Financial Statements Months Ending January, February and March 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
    - iii. Presentation of Fiscal Year 2025 Preliminary Budget
    - iv. Consideration of Resolution 2024-1; Approving the Budget and Setting the Public Hearing
  - C. District Engineer
- 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 7. ADJOURNMENT**

**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 |
|---|

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Assistant Secretary

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Chairperson

**HARVEST RIDGE CDD**  
**Summary of Operations and Maintenance Invoices**

| Vendor                              | Invoice/Account Number | Amount             | Vendor Total | Comments/Description                    |
|-------------------------------------|------------------------|--------------------|--------------|---|
| <b>Monthly Contract</b>             |                        |                    |              |   |
| 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         |
| <b>Monthly Contract Subtotal</b>    |                        | <b>\$33,979.51</b> |              |   |
| <b>Variable Contract</b>            |                        | <b>\$0.00</b>      |              |   |
| <b>Variable Contract Subtotal</b>   |                        | <b>\$0.00</b>      |              |   |
| <b>Utilities</b>                    |                        |                    |              |   |
| DUKE ENERGY                         | 910146456693 010224    | \$126.23           |              | ELECTRICITY SERVICE - 11/30/23-12/28/23 |
| <b>Utilities Subtotal</b>           |                        | <b>\$126.23</b>    |              |   |
| <b>Regular Services</b>             |                        |                    |              |   |
| INFRAMARK LLC                       | 108899                 | \$3,556.00         |              | DISTRICT SERVICES JANUARY 2024          |
| YELLOWSTONE LANDSCAPE               | TM 561811              | \$1,200.00         |              | LANDSCAPE ENHANCEMENT                   |
| <b>Regular Services Subtotal</b>    |                        | <b>\$4,756.00</b>  |              |   |
| <b>Additional Services</b>          |                        | <b>\$0.00</b>      |              |   |
| <b>Additional Services Subtotal</b> |                        | <b>\$0.00</b>      |              |   |

**HARVEST RIDGE CDD**  
**Summary of Operations and Maintenance Invoices**

| Vendor       | Invoice/Account Number | Amount             | Vendor Total | Comments/Description |
|--------------|------------------------|--------------------|--------------|----------------------|
|              |                        |                    |              |                      |
| <b>TOTAL</b> |                        | <b>\$38,861.74</b> |              |                      |

**Approved (with any necessary revisions noted):**

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Signature:

**Title (Check one):**

Chairman  Vice Chairman  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<br>c/o Inframark<br>2005 Pan Am Circle Ste 300<br>Tampa, FL 33607 |

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

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



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#**

#108650

**DATE**

1/24/2024

**CUSTOMER ID**

C3190

**NET TERMS**

Net 30

**PO#**
**DUE DATE**

2/23/2024

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           |
| <b>Subtotal</b>                |     |     |          |        | <b>2,000.01</b> |

|                  |            |
|------------------|------------|
| <b>Subtotal</b>  | \$2,000.01 |
| <b>Tax</b>       | \$0.00     |
| <b>Total Due</b> | \$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.*

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** June 30, 2023

**Invoice Amount:** \$1,666.50

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

*Excellence*

IN COMMERCIAL LANDSCAPING

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** July 1, 2023

**Invoice Amount:** \$3,333.00

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

*Excellence*

IN COMMERCIAL LANDSCAPING

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** July 31, 2023

**Invoice Amount:** \$4,415.00

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

*Excellence*

IN COMMERCIAL LANDSCAPING

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** October 1, 2023

**Invoice Amount:** \$4,415.00

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

**Excellence**

**IN COMMERCIAL LANDSCAPING**

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** October 31, 2023

**Invoice Amount:** \$4,415.00

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

*Excellence*

Invoice Total \$4,415.00

IN COMMERCIAL LANDSCAPING

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Invoice Due Date:** December 1, 2023

**Invoice Amount:** \$4,415.00

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

*Excellence*

Invoice Total \$4,415.00

IN COMMERCIAL LANDSCAPING

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

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** December 31, 2023

**Invoice Amount:** \$4,415.00

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

*Excellence*

Invoice Total \$4,415.00

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](mailto: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.**

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

**INVOICE**

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**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](mailto: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

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### 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

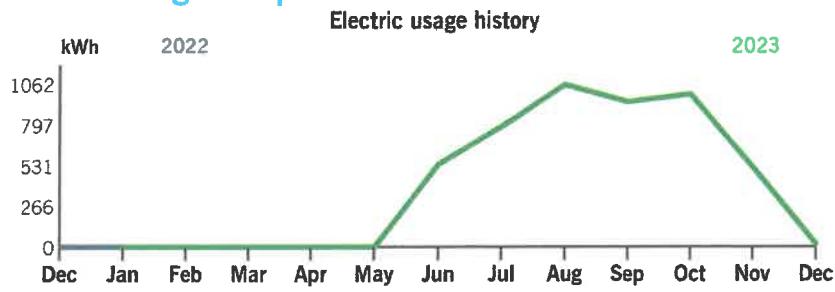
|                                |                 |
|--------------------------------|-----------------|
| Previous Amount Due            | <b>\$95.44</b>  |
| Payment Received               | 0.00            |
| Current Electric Charges       | 30.00           |
| Taxes                          | 0.79            |
| <b>Total Amount Due Jan 23</b> | <b>\$126.23</b> |

### 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](http://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               |     |     |     |     |     |
| 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](http://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  
*Received*  
**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 **Amount enclosed**  
contribution to Share the Light



Duke Energy Payment Processing

PO Box 1094

Charlotte, NC 28201-1094

032311 000000350



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



889101464566930006600000095440000000307900000126233



duke-energy.com  
800.700.8744

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Account number 9101 4645 6693

## Your usage snapshot - Continued

### Current Electric Usage

| Meter Number        | Usage Type | Billing Period  |
|---------------------|------------|-----------------|
| 4377177             | Actual     | Nov 30 - Dec 28 |
| <b>Usage Values</b> |            |                 |
| 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          |
| <b>Total Current Charges</b> | <b>\$30.00</b> |

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](http://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          |
| <b>Total Taxes</b>        | <b>\$0.79</b> |





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

**DATE**  
1/30/2024

**CUSTOMER ID**  
C3190

**NET TERMS**  
Net 30

**PO#**

**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        |
| <b>Subtotal</b> |     |     |          |        | <b>3,556.00</b> |

|                  |            |
|------------------|------------|
| <b>Subtotal</b>  | \$3,556.00 |
| <b>Tax</b>       | \$0.00     |
| <b>Total Due</b> | \$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.*

**Bill To:**

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

**Property Name:** Harvest Ridge CDD

**Address:** 4700 Allen Rd.  
Zephyrhills, FL 33541

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**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     |

*Excellence*  
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                                       |
|---|------------------------|-------------------|--------------|--|
| <b>Monthly Contract</b>                 |                        |                   |              |  |
| 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                            |
| <b>Monthly Contract Subtotal</b>        |                        | <b>\$2,621.19</b> |              |  |
|   |                        |                   |              |  |
| <b>Variable Contract</b>                |                        | <b>\$0.00</b>     |              |  |
| <b>Variable Contract Subtotal</b>       |                        | <b>\$0.00</b>     |              |  |
|   |                        |                   |              |  |
| <b>Utilities</b>                        |                        | <b>\$0.00</b>     |              |  |
| <b>Utilities Subtotal</b>               |                        | <b>\$0.00</b>     |              |  |
|   |                        |                   |              |  |
| <b>Regular Services</b>                 |                        |                   |              |  |
| 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 |
| <b>Regular Services Subtotal</b>        |                        | <b>\$1,378.42</b> |              |  |
|   |                        |                   |              |  |
| <b>Additional Services</b>              |                        |                   |              |  |
| 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   |
| <b>Additional Services Subtotal</b>     |                        | <b>\$4,621.00</b> |              |  |
|   |                        |                   |              |  |
| <b>TOTAL</b>                            |                        | <b>\$8,620.61</b> |              |  |

Approved (with any necessary revisions noted):

\_\_\_\_\_  
Signature:

Title (Check one):

Chairman  Vice Chairman  Assistant Secretary

doc #22

## Cypress Creek Aquatics, Inc.

12231 Main St Unit 1196  
San Antonio, FL 33576

| 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<br>1. Floating Vegetation Control<br>2. Filamentous Algae Control<br>3. Submersed vegetation Control<br>4. Shoreline grass & brush control<br>5. Perimeter trash cleanup | 490.00       | 490.00   |
|          |   | <b>Total</b> | \$490.00 |



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#**  
#110100

**DATE**  
2/6/2024

**CUSTOMER ID**  
C3190

**NET TERMS**  
Net 30

**PO#**

**DUE DATE**  
3/7/2024

**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           |
| <b>Subtotal</b>                |     |     |          |        | <b>2,000.01</b> |

|                  |            |
|------------------|------------|
| <b>Subtotal</b>  | \$2,000.01 |
| <b>Tax</b>       | \$0.00     |
| <b>Total Due</b> | \$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.*



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#**  
#110679

**DATE**  
2/27/2024

**CUSTOMER ID**  
C3190

**NET TERMS**  
Net 30

**PO#**

**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<br>\$130.54 | 1   | Ea  | 130.54 |        | 130.54        |
| <b>Subtotal</b>  |     |     |        |        | <b>131.18</b> |

|                  |                 |
|------------------|-----------------|
| <b>Subtotal</b>  | \$131.18        |
| <b>Tax</b>       | \$0.00          |
| <b>Total Due</b> | <b>\$131.18</b> |

**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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*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

Agenda Page #26

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**

| <b>Date</b> | <b>Description of Disbursements</b>   | <b>Amount</b> |
|-------------|---|---------------|
| 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   | \$678.42      |

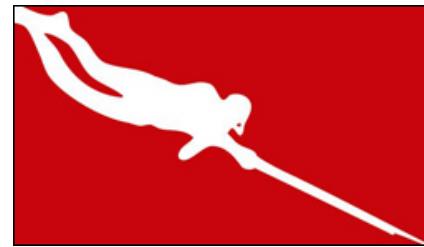
|                        |                 |
|------------------------|-----------------|
| Total Services         | \$0.00          |
| Total Disbursements    | \$678.42        |
| Total Current Charges  | \$678.42        |
| Previous Balance       | \$27.66         |
| <i>Less Payments</i>   | (\$27.66)       |
| <b>PAY THIS AMOUNT</b> | <b>\$678.42</b> |

***Please Include Invoice Number on all Correspondence***

# INVOICE

Agenda Page #28

**Spearem Enterprises, LLC** spearem.jmb@gmail.com  
7842 Land O' Lakes Blvd. #335 +1 (813) 997-8101  
Land O' Lakes, FL 34638



## 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.  |      | <b>Labor</b>       |     | 1   | \$550.00 | \$550.00        |
| Pressure wash and remove rust stains from the vinyl fence and entryway signs along Allen rd |      |                    |     |     |          |                 |
|   |      |                    |     |     |          | <b>\$550.00</b> |

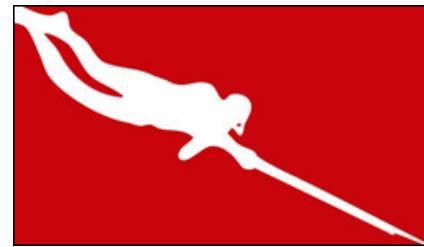
### Note to customer

Thank You! We Appreciate Your Business.

# INVOICE

Agenda Page #29

**Spearem Enterprises, LLC** spearem.jmb@gmail.com  
7842 Land O' Lakes Blvd. #335 +1 (813) 997-8101  
Land O' Lakes, FL 34638



## 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.: 5984  
Terms: Net 15  
Invoice date: 02/22/2024  
Due date: 03/08/2024

| #  | Date | Product or service   | SKU | Qty   | Rate     | Amount          |  |
|----|------|--|-----|-------|----------|-----------------|--|
| 1. |      | <b>Labor</b>   |     | 1     | \$275.00 | \$275.00        |  |
|    |      | sharks eye NW fence line vinyl fence damaged by a fallen tree.<br>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 |          | <b>\$275.00</b> |  |

### 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 #30  
Date **11/30/2023** Invoice # **10-159323**

Invoice Created By **jturley**

| Bill To                    |
|----------------------------|
| Inframark<br>Gary Schwartz |

|                  |                 |
|------------------|-----------------|
| Field Mgr/Super: | Russell Chapman |
| <b>Ship To</b>   |                 |
| 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                                 |

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.

|                    |                   |
|--------------------|-------------------|
| <b>Total</b>       | <b>\$3,796.00</b> |
| Payments/Credits   | \$0.00            |
| <b>Balance Due</b> | <b>\$3,796.00</b> |

**Cornerstone**

**HARVEST RIDGE CDD**  
**Summary of Operations and Maintenance Invoices**

| Vendor                              | Invoice/Account Number | Amount            | Vendor Total | Comments/Description                                       |
|-------------------------------------|------------------------|-------------------|--------------|--|
| <b>Monthly Contract</b>             |                        |                   |              |  |
| CYPRESS CREEK AQUATICS              | 1319                   | \$490.00          |              | AQUATICS - MARCH 2024                                      |
| INFRAMARK LLC                       | 111503                 | \$2,000.01        |              | DISTRICT INVOICE MARCH 2024                                |
| INFRAMARK LLC                       | 112668                 | \$0.64            | \$2,000.65   | POSTAGE  |
| <b>Monthly Contract Subtotal</b>    |                        | <b>\$2,490.65</b> |              |  |
| <b>Variable Contract</b>            |                        | <b>\$0.00</b>     |              |  |
| <b>Variable Contract Subtotal</b>   |                        | <b>\$0.00</b>     |              |  |
| <b>Utilities</b>                    |                        |                   |              |  |
| DUKE ENERGY                         | 910146456693 022924    | \$211.77          |              | ELECTRIC - 01/30/24-02/27/24                               |
| <b>Utilities Subtotal</b>           |                        | <b>\$211.77</b>   |              |  |
| <b>Regular Services</b>             |                        |                   |              |  |
| STRALEY ROBIN VERICKER              | 24338                  | \$390.00          |              | GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 02/29/24 |
| TIME PUBLISHING COMPANY             | 334776 031024          | \$340.00          |              | ENGINEERING SERVICES AD                                    |
| <b>Regular Services Subtotal</b>    |                        | <b>\$730.00</b>   |              |  |
| <b>Additional Services</b>          |                        | <b>\$0.00</b>     |              |  |
| <b>Additional Services Subtotal</b> |                        | <b>\$0.00</b>     |              |  |
| <b>TOTAL</b>                        |                        | <b>\$3,432.42</b> |              |  |

Approved (with any necessary revisions noted):

---

Signature:

Title (Check one):

**HARVEST RIDGE CDD**  
**Summary of Operations and Maintenance Invoices**

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

Chairman  Vice Chairman  Assistant Secretary

## Cypress Creek Aquatics, Inc.

12231 Main St Unit 1196  
San Antonio, FL 33576

| Date     | Invoice # |
|----------|-----------|
| 3/1/2024 | 1319      |

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   |
|----------|--|--------------|----------|
|          | March Aquatic Maintenance<br>1. Floating Vegetation Control<br>2. Filamentous Algae Control<br>3. Submersed vegetation Control<br>4. Shoreline grass & brush control<br>5. Perimeter trash cleanup | 490.00       | 490.00   |
|          |  | <b>Total</b> | \$490.00 |



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#**  
#111503

**DATE**  
3/1/2024

**CUSTOMER ID**  
C3190

**NET TERMS**  
Net 30

**PO#**

**DUE DATE**  
3/31/2024

Services provided for the Month of: March 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           |
| <b>Subtotal</b>                |     |     |          |        | <b>2,000.01</b> |

|                  |            |
|------------------|------------|
| <b>Subtotal</b>  | \$2,000.01 |
| <b>Tax</b>       | \$0.00     |
| <b>Total Due</b> | \$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.



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#**  
#112668

**DATE**  
3/28/2024

**CUSTOMER ID**  
C3190

**NET TERMS**  
Net 30

**PO#**

**DUE DATE**  
4/27/2024

Services provided for the Month of: March 2024

| DESCRIPTION     | QTY | UOM | RATE | MARKUP | AMOUNT      |
|-----------------|-----|-----|------|--------|-------------|
| Postage         | 1   | Ea  | 0.64 |        | 0.64        |
| <b>Subtotal</b> |     |     |      |        | <b>0.64</b> |

|                  |        |
|------------------|--------|
| <b>Subtotal</b>  | \$0.64 |
| <b>Tax</b>       | \$0.00 |
| <b>Total Due</b> | \$0.64 |

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

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*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.*





duke-energy.com  
800.700.8744

## Your usage snapshot - Continued

### Current Electric Usage

| <u>Meter Number</u> | <u>Usage Type</u> | <u>Billing Period</u> |
|---------------------|-------------------|-----------------------|
| 4377177             | Actual            | Jan 30 - Feb 27       |
| <b>Usage Values</b> |                   |                       |
| Billed kWh          |                   | 1,549.495 kWh         |

## Billing details - Electric

### Billing Period - Jan 30 24 to Feb 27 24

#### Meter - 4377177

|                              |                 |
|------------------------------|-----------------|
| Customer Charge              | \$12.89         |
| Energy Charge                |                 |
| 1,000.000 kWh @ 10.260c      | 102.60          |
| Energy Charge                |                 |
| 549.495 kWh @ 11.429c        | 62.80           |
| Fuel Charge                  |                 |
| 1,000.000 kWh @ 4.947c       | 49.47           |
| Fuel Charge                  |                 |
| 549.495 kWh @ 6.017c         | 33.06           |
| Asset Securitization Charge  |                 |
| 1,549.495 kWh @ 0.233c       | 3.61            |
| <b>Total Current Charges</b> | <b>\$264.43</b> |

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

For a complete listing of all Florida rates and riders, visit [duke-energy.com/rates](http://duke-energy.com/rates)

## Billing details - Taxes

|                           |               |
|---------------------------|---------------|
| Regulatory Assessment Fee | \$0.20        |
| Gross Receipts Tax        | 6.79          |
| <b>Total Taxes</b>        | <b>\$6.99</b> |



**Straley Robin Vericker**  
1510 W. Cleveland Street

Agenda Page #38

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

March 19, 2024  
Client: 001605  
Matter: 000001  
Invoice #: 24338

Page: 1

RE: General

For Professional Services Rendered Through February 29, 2024

---

**SERVICES**

| <b>Date</b>                 | <b>Person</b> | <b>Description of Services</b>   | <b>Hours</b> | <b>Amount</b> |
|-----------------------------|---------------|--|--------------|---------------|
| 2/13/2024                   | MKS           | PREPARATION FOR AND ATTENDANCE AT CDD BOARD OF SUPERVISORS MEETING (VIA TELEPHONE CONFERENCE CALL).                | 1.0          | \$355.00      |
| 2/28/2024                   | LB            | REVIEW MEETING DATES FOR FY 2024/2025 BUDGET ADOPTION; PREPARE CORRESPONDENCE TO DISTRICT MANAGER TO CONFIRM SAME. | 0.2          | \$35.00       |
| Total Professional Services |               |  | 1.2          | \$390.00      |

|                        |                   |
|------------------------|-------------------|
| Total Services         | \$390.00          |
| Total Disbursements    | \$0.00            |
| Total Current Charges  | \$390.00          |
| Previous Balance       | \$678.42          |
| <b>PAY THIS AMOUNT</b> | <b>\$1,068.42</b> |

***Please Include Invoice Number on all Correspondence***

**Outstanding Invoices**

Agenda Page #40

| Invoice Number                     | Invoice Date      | Services | Disbursements | Interest | Tax    | Total             |
|------------------------------------|-------------------|----------|---------------|----------|--------|-------------------|
| 24189                              | February 09, 2024 |          | \$0.00        | \$678.42 | \$0.00 | \$0.00            |
| <b>Total Remaining Balance Due</b> |                   |          |               |          |        | <b>\$1,068.42</b> |

**AGED ACCOUNTS RECEIVABLE**

| 0-30 Days | 31-60 Days | 61-90 Days | Over 90 Days |
|-----------|------------|------------|--------------|
| \$390.00  | \$678.42   | \$0.00     | \$0.00       |

# Tampa Bay Times

tampabay.com

Times Publishing Company  
 DEPT 3396  
 PO BOX 123396  
 DALLAS, TX 75312-3396  
 Toll Free Phone: 1 (877) 321-7355  
 Fed Tax ID 59-0482470

## ADVERTISING INVOICE Agenda Page #41

| Advertising Run Dates | Advertiser Name   |                  |
|-----------------------|-------------------|------------------|
| 03/10/24              | HARVEST RIDGE CDD |                  |
| Billing Date          | Sales Rep         | Customer Account |
| 03/10/2024            | Deirdre Bonett    | 326121           |
| Total Amount Due      |                   | Ad Number        |
| \$340.00              |                   | 0000334776       |

### PAYMENT DUE UPON RECEIPT

| Start    | Stop     | Ad Number  | Product      | Placement  | Description<br>PO Number                  | Ins. | Size   | Net Amount       |
|----------|----------|------------|--------------|------------|---|------|--------|------------------|
| 03/10/24 | 03/10/24 | 0000334776 | Times        | Legals CLS | ENGINEERING SERVICES                      | 1    | 2x97 L | \$336.00         |
| 03/10/24 | 03/10/24 | 0000334776 | Tampabay.com | Legals CLS | ENGINEERING SERVICES<br>AffidavitMaterial | 1    | 2x97 L | \$0.00<br>\$4.00 |

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

# Tampa Bay Times

tampabay.com

DEPT 3396  
 PO BOX 123396  
 DALLAS, TX 75312-3396  
 Toll Free Phone: 1 (877) 321-7355

### ADVERTISING INVOICE

Thank you for your business.

| Advertising Run Dates | Advertiser Name   |                  |
|-----------------------|-------------------|------------------|
| 03/10/24              | HARVEST RIDGE CDD |                  |
| Billing Date          | Sales Rep         | Customer Account |
| 03/10/2024            | Deirdre Bonett    | 326121           |
| Total Amount Due      |                   | Ad Number        |
| \$340.00              |                   | 0000334776       |

DO NOT SEND CASH BY MAIL

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REMIT TO:

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

HARVEST RIDGE CDD  
 C/O INFRAMARK  
 2005 PAN AM CIRCLE STE 300  
 TAMPA, FL 33607

# Tampa Bay Times

## Published Daily

STATE OF FLORIDA  
COUNTY OF Pasco

Before the undersigned authority personally appeared **Deirdre Bonett** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: ENGINEERING SERVICES** was published in said newspaper by print in the issues of: **3/10/24** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Pasco County**, Florida and that the said newspaper has heretofore been continuously published in said **Pasco County**, Florida each day and has been entered as a second class mail matter at the post office in said **Pasco County**, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

} ss

# REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT

Pursuant to Sections 190.033 and 287.055, Florida Statutes, the Harvest Community Development District (the "District"), located in Pasco County, Florida, announces that it is soliciting qualifications and credentials from qualified firms, to provide professional engineering services, on an as-needed and continuing basis. The contract for District Engineering Services may be cancelled by either party giving the other party notice, in writing, sixty (60) days in advance of the date of cancellation. The contract for District Engineering Services may be reviewed by the District from time to time.

Services will include, but are not limited to, providing general services and services related to District operation, maintenance and construction activities:

1. Periodic visits to the Harvest Ridge community, as required or directed by the District, and/or by any regulatory agency.
2. Acting as the District's representative and/or engineer on District operation, maintenance and construction projects; consultation and advice during construction, as directed by the District.
3. Preparation of necessary and/or requested reports, and attendance at meetings of the District's Board of Supervisors (the "Board").
4. Engineering assistance needed regarding special reports, feasibility studies and other tasks.
5. Preparation of construction drawings and specifications, engineering, surveying, planning, GIS mapping, environmental management and permitting for work ("Work") directed by the Board.
6. Assist in the preparation of forms and proposals as needed.
7. Issue certifications regarding construction, process construction payment applications, assist in the bidding process for construction and maintenance activities, and other activities required by the Board.

The engineering firm selected will act in the general capacity of District Engineer, and may provide engineering services including but not limited to the above, as requested by the District. Any firm or individual desiring to provide professional services to the District must furnish a Statement of Qualifications and experience, with pertinent supporting data.

The District will review all firms or individuals submitting a Statement of Qualifications and will comply with the applicable procedures as set for in the Consultant's Competitive Negotiation Act, Section 287.087, Florida Statutes, and in the District's Rules of Procedure. Interested applicants must submit, via email, one (1) electronic copy of the Statement of Qualifications by 12:00 PM on Friday, March 29, 2024, to the attention of: Sandra H. Demarco at Sandra.Demarco@inframark.com with the subject line "Harvest Ridge CDD - Engineering RFQ. Qualifications submitted in response to this Request for Qualifications, which are received after the cut-off date and time will not be considered. Any questions regarding this Request for Qualifications must be submitted in writing and must be addressed to the District Manager, Brian Lamb, at Brian.Lamb@inframark.com.

Any firm or individual desiring to provide District Engineering services to the District must first be certified by the District as qualified pursuant to law and to the Rules of the District.

Factors to be considered by the District with respect to ranking the firms based on qualifications include the following:

- (i) The ability and adequacy of the professional personnel employed by each consultant;
- (ii) Whether a consultant is a certified minority business enterprise, as defined by the Florida Small and Minority Business Assistance Act;
- (iii) Each consultant's past performance;
- (iv) The willingness of each consultant to meet the time and budget requirements;
- (v) The geographic location of each consultant's headquarters, office and personnel in relation to the services;
- (vi) The recent, current and projected workloads of each consultant; and
- (vii) The volume of work previously awarded to each consultant by the District.

The District reserves the right to reject any or all responses to this Request for Qualifications, to waive informalities, and to re-advertise.

Brian Lamb  
District Manager  
March 10, 2024

0000334776

# **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             |
|--|-------------------|
| <b><u>ASSETS</u></b>                         |                   |
| Cash - Operating Account                     | \$ 127,890        |
| <b>TOTAL ASSETS</b>                          | <b>\$ 127,890</b> |
| <b><u>LIABILITIES</u></b>                    |                   |
| Accounts Payable                             | \$ 40,833         |
| <b>TOTAL LIABILITIES</b>                     | <b>40,833</b>     |
| <b><u>FUND BALANCES</u></b>                  |                   |
| Unassigned:                                  | 87,057            |
| <b>TOTAL FUND BALANCES</b>                   | <b>87,057</b>     |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b>\$ 127,890</b> |

**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<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>REVENUES</u></b>                     |                             |                        |                             |  |
| Special Assmnts- CDD Collected             | 297,475                     | 132,552                | (164,923)                   | 44.56%                                 |
| <b>TOTAL REVENUES</b>                      | <b>297,475</b>              | <b>132,552</b>         | <b>(164,923)</b>            | <b>44.56%</b>                          |
| <b><u>EXPENDITURES</u></b>                 |                             |                        |                             |  |
| <b><u>Administration</u></b>               |                             |                        |                             |  |
| 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%                                |
| <b>Total Administration</b>                | <b>81,525</b>               | <b>12,058</b>          | <b>69,467</b>               | <b>14.79%</b>                          |
| <b><u>Electric Utility Services</u></b>    |                             |                        |                             |  |
| Electricity - Streetlights                 | 40,000                      | -                      | 40,000                      | 0.00%                                  |
| Utility - Electric                         | 5,000                       | 394                    | 4,606                       | 7.88%                                  |
| <b>Total Electric Utility Services</b>     | <b>45,000</b>               | <b>394</b>             | <b>44,606</b>               | <b>0.88%</b>                           |
| <b><u>Garbage/Solid Waste Services</u></b> |                             |                        |                             |  |
| Garbage - Recreation Facility              | 1,500                       | -                      | 1,500                       | 0.00%                                  |
| <b>Total Garbage/Solid Waste Services</b>  | <b>1,500</b>                | <b>-</b>               | <b>1,500</b>                | <b>0.00%</b>                           |
| <b><u>Water-Sewer Comb Services</u></b>    |                             |                        |                             |  |
| Utility - Water                            | 5,000                       | -                      | 5,000                       | 0.00%                                  |
| <b>Total Water-Sewer Comb Services</b>     | <b>5,000</b>                | <b>-</b>               | <b>5,000</b>                | <b>0.00%</b>                           |

**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<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>Stormwater Control</u></b>         |                             |                        |                             |  |
| 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%                                  |
| <b>Total Stormwater Control</b>          | <b>18,500</b>               | <b>6,612</b>           | <b>11,888</b>               | <b>35.74%</b>                          |
| <b><u>Other Physical Environment</u></b> |                             |                        |                             |  |
| 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%                                  |
| <b>Total Other Physical Environment</b>  | <b>109,200</b>              | <b>18,210</b>          | <b>90,990</b>               | <b>16.68%</b>                          |
| <b><u>Road and Street Facilities</u></b> |                             |                        |                             |  |
| R&M-Drainage                             | 1,000                       | -                      | 1,000                       | 0.00%                                  |
| <b>Total Road and Street Facilities</b>  | <b>1,000</b>                | <b>-</b>               | <b>1,000</b>                | <b>0.00%</b>                           |
| <b><u>Parks and Recreation</u></b>       |                             |                        |                             |  |
| 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%                                  |
| <b>Total Parks and Recreation</b>        | <b>33,250</b>               | <b>-</b>               | <b>33,250</b>               | <b>0.00%</b>                           |

**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<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>Contingency</u></b>                    |                             |                        |                             |  |
| Misc-Contingency                             | 2,500                       | -                      | 2,500                       | 0.00%                                  |
| <b>Total Contingency</b>                     | <b>2,500</b>                | <b>-</b>               | <b>2,500</b>                | <b>0.00%</b>                           |
| <b>TOTAL EXPENDITURES</b>                    | <b>297,475</b>              | <b>37,274</b>          | <b>260,201</b>              | <b>12.53%</b>                          |
| Excess (deficiency) of revenues              |                             |                        |                             |  |
| Over (under) expenditures                    | -                           | 95,278                 | 95,278                      | 0.00%                                  |
| <b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b> |                             | <b>(8,221)</b>         |                             |  |
| <b>FUND BALANCE, ENDING</b>                  |                             | <b>\$ 87,057</b>       |                             |  |

**HARVEST RIDGE CDD**

Agenda Page #48

## Bank Reconciliation

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

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

| <b>Posting Date</b> | <b>Document Type</b> | <b>Document No.</b> | <b>Description</b>     | <b>Amount</b> | <b>Cleared Amount</b> | <b>Difference</b> |
|---------------------|----------------------|---------------------|------------------------|---------------|-----------------------|-------------------|
| <b>Checks</b>       |                      |                     |                        |               |                       |                   |
| 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              |
| <b>Deposits</b>     |                      |                     |                        |               |                       |                   |
| 1/19/2024           |                      | JE000013            | CK#181431##### - O&M   | G/L Ac        | 16,635.18             | 16,635.18         |
| 1/19/2024           |                      | JE000014            | CK#181363##### - O&M   | G/L Ac        | 5,709.05              | 5,709.05          |
| 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            |
|--|------------------|
| <b><u>ASSETS</u></b>                         |                  |
| Cash - Operating Account                     | \$ 93,288        |
| <b>TOTAL ASSETS</b>                          | <b>\$ 93,288</b> |
| <b><u>LIABILITIES</u></b>                    |                  |
| Accounts Payable                             | \$ 4,414         |
| Accounts Payable - Other                     | 4,905            |
| <b>TOTAL LIABILITIES</b>                     | <b>9,319</b>     |
| <b><u>FUND BALANCES</u></b>                  |                  |
| Unassigned:                                  | 83,969           |
| <b>TOTAL FUND BALANCES</b>                   | <b>83,969</b>    |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b>\$ 93,288</b> |

**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<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>REVENUES</u></b>                     |                             |                        |                             |  |
| Special Assmnts- CDD Collected             | 297,475                     | 141,483                | (155,992)                   | 47.56%                                 |
| <b>TOTAL REVENUES</b>                      | <b>297,475</b>              | <b>141,483</b>         | <b>(155,992)</b>            | <b>47.56%</b>                          |
| <b><u>EXPENDITURES</u></b>                 |                             |                        |                             |  |
| <b><u>Administration</u></b>               |                             |                        |                             |  |
| 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%                                |
| <b>Total Administration</b>                | <b>81,525</b>               | <b>14,888</b>          | <b>66,637</b>               | <b>18.26%</b>                          |
| <b><u>Electric Utility Services</u></b>    |                             |                        |                             |  |
| Electricity - Streetlights                 | 40,000                      | -                      | 40,000                      | 0.00%                                  |
| Utility - Electric                         | 5,000                       | 606                    | 4,394                       | 12.12%                                 |
| <b>Total Electric Utility Services</b>     | <b>45,000</b>               | <b>606</b>             | <b>44,394</b>               | <b>1.35%</b>                           |
| <b><u>Garbage/Solid Waste Services</u></b> |                             |                        |                             |  |
| Garbage - Recreation Facility              | 1,500                       | -                      | 1,500                       | 0.00%                                  |
| <b>Total Garbage/Solid Waste Services</b>  | <b>1,500</b>                | <b>-</b>               | <b>1,500</b>                | <b>0.00%</b>                           |
| <b><u>Water-Sewer Comb Services</u></b>    |                             |                        |                             |  |
| Utility - Water                            | 5,000                       | -                      | 5,000                       | 0.00%                                  |
| <b>Total Water-Sewer Comb Services</b>     | <b>5,000</b>                | <b>-</b>               | <b>5,000</b>                | <b>0.00%</b>                           |

**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<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>Stormwater Control</u></b>         |                             |                        |                             |  |
| 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%                                  |
| <b>Total Stormwater Control</b>          | <b>18,500</b>               | <b>10,898</b>          | <b>7,602</b>                | <b>58.91%</b>                          |
| <b><u>Other Physical Environment</u></b> |                             |                        |                             |  |
| 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%                                  |
| <b>Total Other Physical Environment</b>  | <b>109,200</b>              | <b>22,900</b>          | <b>86,300</b>               | <b>20.97%</b>                          |
| <b><u>Road and Street Facilities</u></b> |                             |                        |                             |  |
| R&M-Drainage                             | 1,000                       | -                      | 1,000                       | 0.00%                                  |
| <b>Total Road and Street Facilities</b>  | <b>1,000</b>                | <b>-</b>               | <b>1,000</b>                | <b>0.00%</b>                           |
| <b><u>Parks and Recreation</u></b>       |                             |                        |                             |  |
| 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%                                  |
| <b>Total Parks and Recreation</b>        | <b>33,250</b>               | <b>-</b>               | <b>33,250</b>               | <b>0.00%</b>                           |

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

**HARVEST RIDGE CDD**

Agenda Page #54

## Bank Reconciliation

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

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

| Posting Date                    | Document Type | Document No. | Description                             | Amount    | Cleared Amount | Difference |
|---------------------------------|---------------|--------------|---|-----------|----------------|------------|
| <b>Checks</b>                   |               |              |   |           |                |            |
| 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       |
| <b>Total Checks</b>             |               |              |   | 40,282.95 | 40,282.95      | 0.00       |
| <b>Deposits</b>                 |               |              |   |           |                |            |
| 2/12/2024                       |               | JE000025     | CK#183533##### - O&M                    | G/L       | 8,931.21       | 8,931.21   |
| <b>Total Deposits</b>           |               |              |   | 8,931.21  | 8,931.21       | 0.00       |
| <b>Outstanding Checks</b>       |               |              |   |           |                |            |
| 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     |
| <b>Total Outstanding Checks</b> |               |              |   | 3,250.01  |                | 3,250.01   |

# **Harvest Ridge Community Development District**

**Financial Statements  
(Unaudited)**

**Period Ending  
March 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 March 31, 2024

*(In Whole Numbers)*

| ACCOUNT DESCRIPTION                          | TOTAL            |
|--|------------------|
| <b><u>ASSETS</u></b>                         |                  |
| Cash - Operating Account                     | \$ 85,227        |
| Accounts Receivable - Other                  | 3,556            |
| <b>TOTAL ASSETS</b>                          | <b>\$ 88,783</b> |
| <b><u>LIABILITIES</u></b>                    |                  |
| Accounts Payable                             | \$ -             |
| Accounts Payable - Other                     | 9,107            |
| <b>TOTAL LIABILITIES</b>                     | <b>9,107</b>     |
| <b><u>FUND BALANCES</u></b>                  |                  |
| Unassigned:                                  | 79,676           |
| <b>TOTAL FUND BALANCES</b>                   | <b>79,676</b>    |
| <b>TOTAL LIABILITIES &amp; FUND BALANCES</b> | <b>\$ 88,783</b> |

**HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2024  
General Fund (001)  
*(In Whole Numbers)*

| ACCOUNT DESCRIPTION                        | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>REVENUES</u></b>                     |                             |                        |                             |  |
| Special Assmnts- CDD Collected             | 297,475                     | 142,224                | (155,251)                   | 47.81%                                 |
| <b>TOTAL REVENUES</b>                      | <b>297,475</b>              | <b>142,224</b>         | <b>(155,251)</b>            | <b>47.81%</b>                          |
| <b><u>EXPENDITURES</u></b>                 |                             |                        |                             |  |
| <b><u>Administration</u></b>               |                             |                        |                             |  |
| Supervisor Fees                            | 6,000                       | -                      | 6,000                       | 0.00%                                  |
| ProfServ-Info Technology                   | 600                         | 150                    | 450                         | 25.00%                                 |
| ProfServ-Recording Secretary               | 2,400                       | 600                    | 1,800                       | 25.00%                                 |
| Financial & Revenue Collections            | 1,200                       | 1,300                  | (100)                       | 108.33%                                |
| District Counsel                           | 8,500                       | 1,096                  | 7,404                       | 12.89%                                 |
| District Engineer                          | 9,500                       | -                      | 9,500                       | 0.00%                                  |
| Administrative Services                    | 4,500                       | 1,231                  | 3,269                       | 27.36%                                 |
| District Manager                           | 25,000                      | 7,000                  | 18,000                      | 28.00%                                 |
| Accounting Services                        | 9,000                       | 2,250                  | 6,750                       | 25.00%                                 |
| Website Compliance                         | 1,800                       | -                      | 1,800                       | 0.00%                                  |
| Postage, Phone, Faxes, Copies              | 500                         | 131                    | 369                         | 26.20%                                 |
| Rentals & Leases                           | 600                         | 100                    | 500                         | 16.67%                                 |
| Public Officials Insurance                 | 2,500                       | -                      | 2,500                       | 0.00%                                  |
| Legal Advertising                          | 3,500                       | 340                    | 3,160                       | 9.71%                                  |
| Bank Fees                                  | 200                         | -                      | 200                         | 0.00%                                  |
| Meeting Expense                            | 4,000                       | 131                    | 3,869                       | 3.28%                                  |
| Website Administration                     | 1,200                       | 200                    | 1,000                       | 16.67%                                 |
| Miscellaneous Expenses                     | 250                         | -                      | 250                         | 0.00%                                  |
| Office Supplies                            | 100                         | 37                     | 63                          | 37.00%                                 |
| Dues, Licenses, Subscriptions              | 175                         | 175                    | -                           | 100.00%                                |
| <b>Total Administration</b>                | <b>81,525</b>               | <b>14,741</b>          | <b>66,784</b>               | <b>18.08%</b>                          |
| <b><u>Electric Utility Services</u></b>    |                             |                        |                             |  |
| Electricity - Streetlights                 | 40,000                      | -                      | 40,000                      | 0.00%                                  |
| Utility - Electric                         | 5,000                       | 883                    | 4,117                       | 17.66%                                 |
| <b>Total Electric Utility Services</b>     | <b>45,000</b>               | <b>883</b>             | <b>44,117</b>               | <b>1.96%</b>                           |
| <b><u>Garbage/Solid Waste Services</u></b> |                             |                        |                             |  |
| Garbage - Recreation Facility              | 1,500                       | -                      | 1,500                       | 0.00%                                  |
| <b>Total Garbage/Solid Waste Services</b>  | <b>1,500</b>                | <b>-</b>               | <b>1,500</b>                | <b>0.00%</b>                           |
| <b><u>Water-Sewer Comb Services</u></b>    |                             |                        |                             |  |
| Utility - Water                            | 5,000                       | -                      | 5,000                       | 0.00%                                  |
| <b>Total Water-Sewer Comb Services</b>     | <b>5,000</b>                | <b>-</b>               | <b>5,000</b>                | <b>0.00%</b>                           |

**HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2024  
General Fund (001)  
*(In Whole Numbers)*

| ACCOUNT DESCRIPTION                      | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>Stormwater Control</u></b>         |                             |                        |                             |  |
| R&M-Stormwater System                    | 8,500                       | 4,652                  | 3,848                       | 54.73%                                 |
| Wetland Maintenance                      | 6,500                       | 6,736                  | (236)                       | 103.63%                                |
| Annual Stormwater Report                 | 3,500                       | -                      | 3,500                       | 0.00%                                  |
| <b>Total Stormwater Control</b>          | <b>18,500</b>               | <b>11,388</b>          | <b>7,112</b>                | <b>61.56%</b>                          |
| <b><u>Other Physical Environment</u></b> |                             |                        |                             |  |
| 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                      | 26,490                 | 48,510                      | 35.32%                                 |
| Plant Replacement Program                | 5,000                       | -                      | 5,000                       | 0.00%                                  |
| Irrigation Maintenance                   | 6,000                       | -                      | 6,000                       | 0.00%                                  |
| <b>Total Other Physical Environment</b>  | <b>109,200</b>              | <b>27,315</b>          | <b>81,885</b>               | <b>25.01%</b>                          |
| <b><u>Road and Street Facilities</u></b> |                             |                        |                             |  |
| R&M-Drainage                             | 1,000                       | -                      | 1,000                       | 0.00%                                  |
| <b>Total Road and Street Facilities</b>  | <b>1,000</b>                | <b>-</b>               | <b>1,000</b>                | <b>0.00%</b>                           |
| <b><u>Parks and Recreation</u></b>       |                             |                        |                             |  |
| 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%                                  |
| <b>Total Parks and Recreation</b>        | <b>33,250</b>               | <b>-</b>               | <b>33,250</b>               | <b>0.00%</b>                           |

**HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2024  
General Fund (001)  
*(In Whole Numbers)*

| ACCOUNT DESCRIPTION                          | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--|-----------------------------|------------------------|-----------------------------|--|
| <b><u>Contingency</u></b>                    |                             |                        |                             |  |
| Misc-Contingency                             | 2,500                       | -                      | 2,500                       | 0.00%                                  |
| <b>Total Contingency</b>                     | <b>2,500</b>                | <b>-</b>               | <b>2,500</b>                | <b>0.00%</b>                           |
| <b>TOTAL EXPENDITURES</b>                    | <b>297,475</b>              | <b>54,327</b>          | <b>243,148</b>              | <b>18.26%</b>                          |
| Excess (deficiency) of revenues              |                             |                        |                             |  |
| Over (under) expenditures                    | -                           | 87,897                 | 87,897                      | 0.00%                                  |
| <b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b> |                             | <b>(8,221)</b>         |                             |  |
| <b>FUND BALANCE, ENDING</b>                  |                             | <b>\$ 79,676</b>       |                             |  |

## Bank Account Statement

Agenda Page #60  
Monday, April 22, 2024

## Harvest Ridge CDD

Bank Account Statement: Bank Account No.: 7262, Statement No.: 03-24

|                                 |           | Currency Code                             |
|---------------------------------|-----------|---|
| <b>Statement Date</b>           | 03/31/24  | <b>Statement Balance</b> 86,635.11        |
| <b>Balance Last Statement</b>   | 96,538.42 | <b>Outstanding Bank Transactions</b> 0.00 |
| <b>Statement Ending Balance</b> | 86,635.11 | <b>Subtotal</b> 86,635.11                 |
|                                 |           | <b>Outstanding Checks</b> -1,408.42       |
| <b>G/L Balance at 03/31/24</b>  | 85,226.69 | <b>Bank Account Balance</b> 85,226.69     |

| Transaction Date     | Type                      | Document No. | Description             | Value Date | Applied Entries | Applied Amount | Statement Amount |
|----------------------|---------------------------|--------------|-------------------------|------------|-----------------|----------------|------------------|
| <b>Statement No.</b> | <b>03-24</b>              |              |                         |            |                 |                |                  |
| 02/29/24             | Bank Account Ledger Entry | 1038         | Check for Vendor V00003 |            | 1               | -2,000.01      | -2,000.01        |
| 02/29/24             | Bank Account Ledger Entry | 1039         | Check for Vendor V00016 |            | 1               | -700.00        | -700.00          |
| 02/29/24             | Bank Account Ledger Entry | 1040         | Check for Vendor V00008 |            | 1               | -550.00        | -550.00          |
| 03/14/24             | Bank Account Ledger Entry | JE000028     | CK#185953##### - O&M    |            | 1               | 740.66         | 740.66           |
| 03/14/24             | Bank Account Ledger Entry | 1041         | Check for Vendor V00010 |            | 1               | -211.77        | -211.77          |
| 03/14/24             | Bank Account Ledger Entry | 1042         | Check for Vendor V00003 |            | 1               | -2,131.19      | -2,131.19        |
| 03/14/24             | Bank Account Ledger Entry | 1043         | Check for Vendor V00008 |            | 1               | -275.00        | -275.00          |
| 03/14/24             | Bank Account Ledger Entry | 1044         | Check for Vendor V00015 |            | 1               | -3,796.00      | -3,796.00        |
| 03/26/24             | Bank Account Ledger Entry | 1045         | Check for Vendor V00011 |            | 1               | -980.00        | -980.00          |
|                      |                           |              |                         |            |                 | <b>Total</b>   | <b>-9,903.31</b> |

## Outstanding Payments

| Posting Date | Document Type | Document No. | Description | Statement Amount |
|--------------|---------------|--------------|-------------|------------------|
|              |               |              | Quantity 0  | Total            |

## Outstanding Checks

| Posting Date | Document Type   | Check No. | Description             | Statement Amount              |
|--------------|-----------------|-----------|-------------------------|-------------------------------|
| 03/26/24     | Payment         | 1046      | Check for Vendor V00005 | -1,068.42                     |
| 03/26/24     | Payment         | 1047      | Check for Vendor V00007 | -340.00                       |
|              | <b>Quantity</b> | <b>2</b>  |                         | <b>Total</b> <b>-1,408.42</b> |

***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 1<sup>st</sup> 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.

**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 10<sup>th</sup> 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"**

WITNESS:

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

By: \_\_\_\_\_  
**MIKE FASANO, TAX COLLECTOR**

\_\_\_\_\_  
Date



Harvest Ridge Community Development District

# Engineering Services

Submitted by Stantec Consulting Services Inc.

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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:

|   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Stormwater Management Systems and Facilities (including erosion repair)</li><li>• Water and Sewer Systems and Facilities</li><li>• Landscaping, Street Lighting Design and Plans</li><li>• Environmental Permitting</li><li>• Government Permitting</li><li>• Cost Estimates and Bidding Assistance</li></ul> | <ul style="list-style-type: none"><li>• Water Conservation Studies and Design/NPDES Experience</li><li>• Water Supply Studies</li><li>• Contract Management and Inspection Services</li><li>• Expert Witness Testimony</li><li>• Irrigation System Plans and Design</li><li>• Roadways/Traffic Control Measures</li></ul> |
|---|---|

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,



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



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.

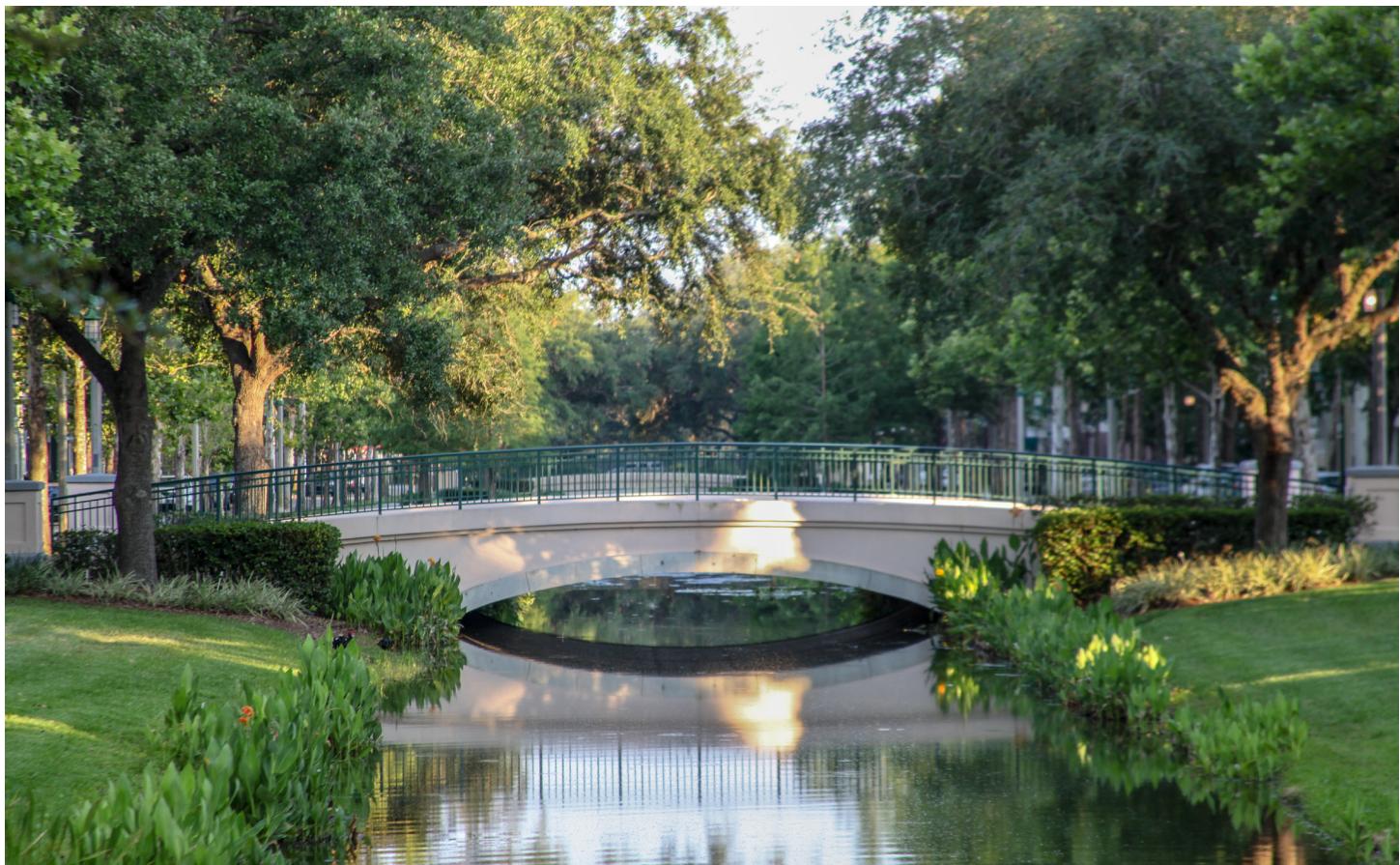
## Commitment to Providing District Engineering

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.

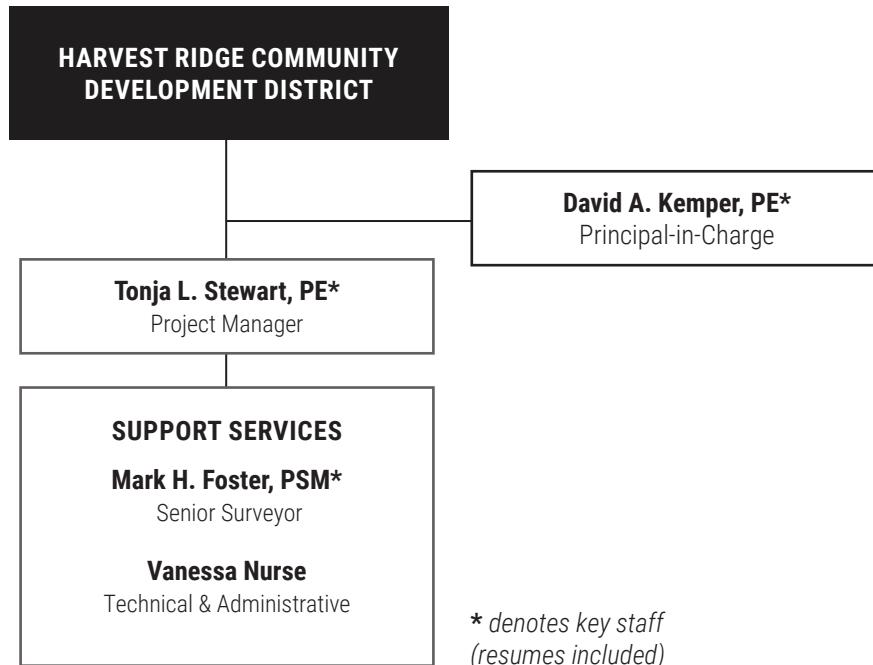
- Creek Preserve CDD, Hillsborough County
- Cypress Creek CDD, Hillsborough County
- Eastlake Oaks CDD, Pinellas County
- Epperson Ranch CDD, Pasco County
- Hammocks CDD, City of Tampa
- Heritage Harbor CDD, Hillsborough County
- Hidden Creek, Hillsborough County
- K Bar Ranch CDD, City of Tampa
- Meadow 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

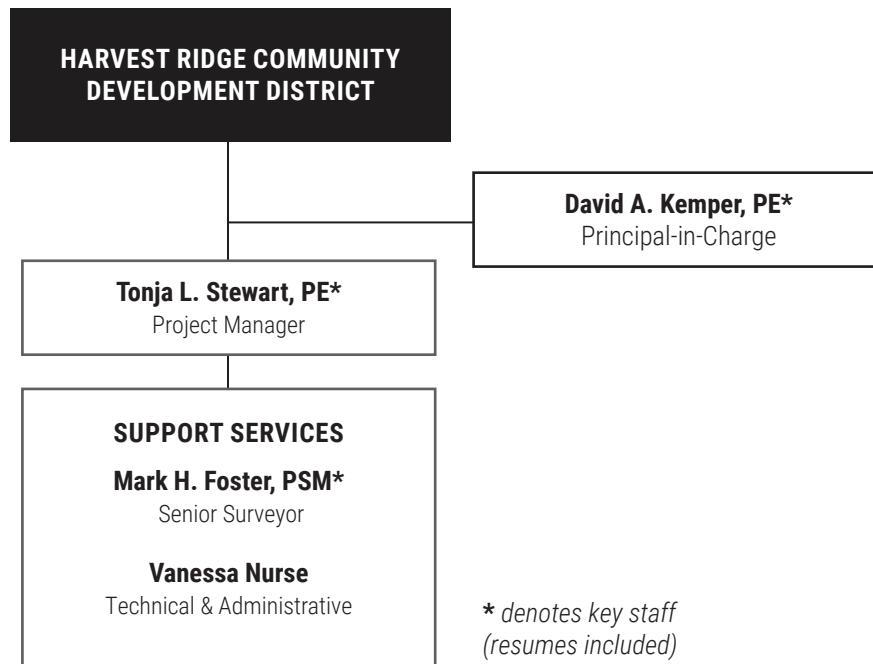
(Complete this section for the prime contractor and all key subcontractors.)

|    | PRIME                               | JV | SUBCONTRACTOR | 9. FIRM NAME   | 10. ADDRESS   | 11. ROLE IN THIS CONTRACT     |
|----|-------------------------------------|----|---------------|--|---|-------------------------------|
| a. | <input checked="" type="checkbox"/> |    |               | Stantec Consulting Services Inc.                           | 777 S Harbour Island Boulevard,<br>Suite 600, Tampa, FL 33602 | District Engineering Services |
|    |                                     |    |               | <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE |   |                               |
| b. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> CHECK IF BRANCH OFFICE            |   |                               |
| c. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> CHECK IF BRANCH OFFICE            |   |                               |
| d. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> CHECK IF BRANCH OFFICE            |   |                               |
| e. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> CHECK IF BRANCH OFFICE            |   |                               |
| f. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> CHECK IF BRANCH OFFICE            |   |                               |
| g. |                                     |    |               |  |   |                               |
|    |                                     |    |               | <input type="checkbox"/> 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<br>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<br>2004 FES/FICE Leadership Institute, Graduate   |   |  |  |                              |                      |
| 19. RELEVANT PROJECTS   |   |  |  |                              |                      |
| a.  | (1) TITLE AND LOCATION (City and State)   |  | (2) YEAR COMPLETED   |                              |                      |
|   | <b>Bexley Ranch Land DRI</b><br>Pasco County, Florida   |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |                      |
|   |   |  | 2014   | 2014                         |                      |
| b.  | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE   |  | <input checked="" type="checkbox"/> 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. |  |  |                              |                      |
|   |   |  | 2019   | 2019                         |                      |
| c.  | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE   |  | <input checked="" type="checkbox"/> Check if project performed with current firm |                              |                      |
|   | <b>MetWest Mixed Use Development</b><br>Tampa, Florida  |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |                      |
|   |   |  | 2019   | 2019                         |                      |
| d.  | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE   |  | <input checked="" type="checkbox"/> Check if project performed with current firm |                              |                      |
|   | <b>The Preserve at Wilderness Lakes Community Development District</b> , Pasco County, Florida  |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |                      |
|   |   |  | 2018   | N/A                          |                      |
| 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   |                              |                      |
|   | <b>Hawks Point Subdivision</b><br>Hillsborough County, Florida  |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |                      |
|   |   |  | 2008   | 2008                         |                      |
| (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> 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.)                                      |  |  |  |                              |
| <p>2009 Tampa Bay Builders, Associate of the Year<br/> 1997 Hillsborough County Chamber of Commerce, Leadership Hillsborough</p> |  |  |  |                              |
| 19. RELEVANT PROJECTS  |  |  |  |                              |
| a.   | (1) TITLE AND LOCATION (City and State)  |  | (2) YEAR COMPLETED   |                              |
|  | <b>Heritage Isles Golf &amp; Country Club Community</b><br>Development District Hillsborough County, FL  |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |
|  |  |  | Ongoing  | N/A                          |
| b.   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  |  | <input checked="" type="checkbox"/> 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   |                              |
|  | <b>TPOST Community Development District</b><br>Hillsborough County, FL   |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |
|  |  |  | Ongoing  | N/A                          |
| d.   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  |  | <input checked="" type="checkbox"/> Check if project performed with current firm |                              |
|  | 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.  |  |  |                              |
|  |  |  |  |                              |
| e.   | (1) TITLE AND LOCATION (City and State)  |  | (2) YEAR COMPLETED   |                              |
|  | <b>Northwood Community Development District</b><br>Land O' Lakes, Florida  |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |
|  |  |  | Ongoing  | N/A                          |
| f.   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  |  | <input checked="" type="checkbox"/> 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.         |  |  |                              |
|  |  |  |  |                              |
| g.   | (1) TITLE AND LOCATION (City and State)  |  | (2) YEAR COMPLETED   |                              |
|  | <b>Meadow Pointe III Community Development</b><br>District Pasco County, Florida   |  | PROFESSIONAL SERVICES  | CONSTRUCTION (If applicable) |
|  |  |  | Ongoing  | N/A                          |
| h.   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  |  | <input checked="" type="checkbox"/> 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. |  |  |                              |
|  |  |  |  |                              |

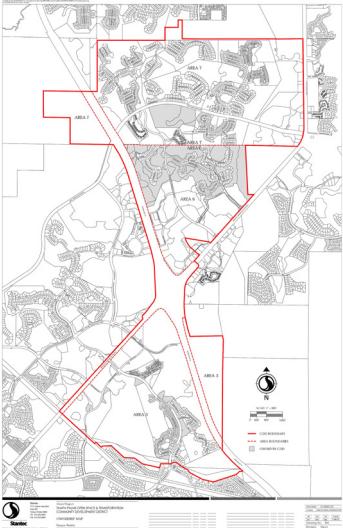
**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(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)<br>Stantec Consulting Services Inc., Tampa, Florida   |  |  |                                     |
| 16. EDUCATION (DEGREE AND SPECIALIZATION)   | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)<br>Professional Land Surveyor #5535, State of Florida   |  |                                     |
| 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)<br>Point of Contact, Society of American Military Engineers, Tampa Bay Post |  |  |                                     |
| 19. RELEVANT PROJECTS   |  |  |                                     |
| a.  | (1) TITLE AND LOCATION (City and State)<br><b>Lake Toscana Conservation Subdivision</b><br>Hillsborough County, Florida  | (2) YEAR COMPLETED<br>PROFESSIONAL SERVICES<br>2003-2007                         | CONSTRUCTION (If applicable)<br>N/A |
|   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>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. | <input checked="" type="checkbox"/> Check if project performed with current firm |                                     |
| b.  | (1) TITLE AND LOCATION (City and State)<br><b>Winthrop Village Traditional Neighborhood Design (TND)</b><br>Hillsborough County, Florida   | (2) YEAR COMPLETED<br>PROFESSIONAL SERVICES<br>2006-2008                         | CONSTRUCTION (If applicable)<br>N/A |
|   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>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.   | <input checked="" type="checkbox"/> Check if project performed with current firm |                                     |
| c.  | (1) TITLE AND LOCATION (City and State)<br><b>Westlake Village</b><br>Hillsborough County, Florida   | (2) YEAR COMPLETED<br>PROFESSIONAL SERVICES<br>2005-2008                         | CONSTRUCTION (If applicable)<br>N/A |
|   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>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.  | <input checked="" type="checkbox"/> Check if project performed with current firm |                                     |
| d.  | (1) TITLE AND LOCATION (City and State)<br><b>Toulon Master Planned Community</b><br>Hillsborough County, Florida  | (2) YEAR COMPLETED<br>PROFESSIONAL SERVICES<br>2004-2007                         | CONSTRUCTION (If applicable)<br>N/A |
|   | (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE<br>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.  | <input checked="" type="checkbox"/> Check if project performed with current firm |                                     |

|   |  |  |  |                  |                          |                                      |  |  |  |              |  |
|---|--|--|--|------------------|--------------------------|--------------------------------------|--|--|--|--------------|--|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)  |  | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>1</b>  |  |                  |                          |                                      |  |  |  |              |  |
| 21. TITLE AND LOCATION (City and State)<br><b>Heritage Isles Golf &amp; Country Club Community Development District</b><br>Hillsborough County, FL  |  | 22. YEARS COMPLETED<br>PROFESSIONAL SERVICES   CONSTRUCTION (if applicable)<br>Ongoing   N/A |  |                  |                          |                                      |  |  |  |              |  |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td colspan="2">c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Heritage Isles Golf &amp; Country Club CDD</td> <td>Mark Vega, District Manager, Inframark</td> <td colspan="2">813.991.1140</td> </tr> </table>  |  |  |  | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |  | Heritage Isles Golf & Country Club CDD | Mark Vega, District Manager, Inframark | 813.991.1140 |  |
| a. PROJECT OWNER  | b. POINT OF CONTACT NAME               | c. POINT OF CONTACT TELEPHONE NUMBER   |  |                  |                          |                                      |  |  |  |              |  |
| Heritage Isles Golf & Country Club CDD  | Mark Vega, District Manager, Inframark | 813.991.1140   |  |                  |                          |                                      |  |  |  |              |  |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)<br><p>The Heritage Isles Golf &amp; 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.</p> <p>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.</p> |  |  |  |                  |                          |                                      |  |  |  |              |  |
|   |  |  |  |                  |                          |                                      |  |  |  |              |  |
| HERITAGE ISLES C.D.D.   |  |  |  |                  |                          |                                      |  |  |  |              |  |

|  |               |                                    |                   |
|--|---------------|------------------------------------|-------------------|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |                   |
| 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          |
|  |               |                                    |                   |

|   |  |   |                              |                  |                          |                                      |           |  |              |
|---|--|---|------------------------------|------------------|--------------------------|--------------------------------------|-----------|--|--------------|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br><b>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</b>   |  | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>2</b> |                              |                  |                          |                                      |           |  |              |
| 21. TITLE AND LOCATION (City and State)   |  | 22. YEARS COMPLETED                               |                              |                  |                          |                                      |           |  |              |
| <b>TPOST Community Development District</b><br>Hillsborough County, FL  |  | PROFESSIONAL SERVICES                             | CONSTRUCTION (if applicable) |                  |                          |                                      |           |  |              |
|   |  | Ongoing   | N/A                          |                  |                          |                                      |           |  |              |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td>c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>TPOST CDD</td> <td>Mark Vega, District Manager, Inframark</td> <td>813.991.1140</td> </tr> </table>   |  |   |                              | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER | TPOST CDD | Mark Vega, District Manager, Inframark | 813.991.1140 |
| a. PROJECT OWNER  | b. POINT OF CONTACT NAME               | c. POINT OF CONTACT TELEPHONE NUMBER              |                              |                  |                          |                                      |           |  |              |
| TPOST CDD   | Mark Vega, District Manager, Inframark | 813.991.1140                                      |                              |                  |                          |                                      |           |  |              |
| <b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> (Include scope, size, and cost)<br><p>Tampa Palms Open Space &amp; 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.</p> <p>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.</p>  |  |   |                              |                  |                          |                                      |           |  |              |

|  |               |                                    |                   |
|--|---------------|------------------------------------|-------------------|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |                   |
| 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          |

|  |                              |   |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
|--|------------------------------|---|-------------------|------------------|--------------------------|--------------------------------------|----------|----------------------|------------------------------|--------------------|-------------------|----|---------------|------------------------------------|----------|----|---------------|------------------------------------|----------|----|---------------|------------------------------------|----------|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)   |                              | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>3</b>   |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| 21. TITLE AND LOCATION (City and State)<br><b>Meadow Pointe IV Community Development District</b><br>Pasco County, FL  |                              | 22. YEARS COMPLETED<br>PROFESSIONAL SERVICES   CONSTRUCTION (if applicable)<br>2006-Ongoing   N/A |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td colspan="2">c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Meadow Pointe IV CDD</td> <td>Darryl Adams, Rizzetta &amp; Co.</td> <td colspan="2">813.994.1001 x7958</td> </tr> </table>   |                              |   |                   | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |          | Meadow Pointe IV CDD | Darryl Adams, Rizzetta & Co. | 813.994.1001 x7958 |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| a. PROJECT OWNER   | b. POINT OF CONTACT NAME     | c. POINT OF CONTACT TELEPHONE NUMBER  |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| Meadow Pointe IV CDD   | Darryl Adams, Rizzetta & Co. | 813.994.1001 x7958  |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)<br><p>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.</p> <p>Meadow Pointe IV includes the following communities: Enclave, Provence, Meadow Pointe North, The Haven, Whisenton Place, Parkmonte, Shellwood Place, Windsor, and Meridan.</p>  |                              |   |                   |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> <table border="1"> <tr> <td>a.</td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td>(3) ROLE</td> </tr> <tr> <td></td> <td>Stantec</td> <td>Tampa, FL</td> <td>Civil Engineering</td> </tr> <tr> <td>b.</td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td>(3) ROLE</td> </tr> <tr> <td>c.</td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td>(3) ROLE</td> </tr> <tr> <td>d.</td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td>(3) ROLE</td> </tr> </table>   |                              |   |                   | 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 |
| 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          |                  |                          |                                      |          |                      |                              |                    |                   |    |               |                                    |          |    |               |                                    |          |    |               |                                    |          |

|   |                            |   |  |                  |                          |                                      |  |                |                            |              |  |
|---|----------------------------|---|--|------------------|--------------------------|--------------------------------------|--|----------------|----------------------------|--------------|--|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)  |                            | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>4</b>   |  |                  |                          |                                      |  |                |                            |              |  |
| 21. TITLE AND LOCATION (City and State)<br><b>Union Park Community Development District</b><br>Pasco County, FL   |                            | 22. YEARS COMPLETED<br>PROFESSIONAL SERVICES   CONSTRUCTION (if applicable)<br>2013-Ongoing   N/A |  |                  |                          |                                      |  |                |                            |              |  |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td colspan="2">c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Union Park CDD</td> <td>Heather Dilley, BreezeHome</td> <td colspan="2">813.565.4663</td> </tr> </table>  |                            |   |  | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |  | Union Park CDD | Heather Dilley, BreezeHome | 813.565.4663 |  |
| 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)<br><p>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.</p> |                            |   |  |                  |                          |                                      |  |                |                            |              |  |
|   |                            |   |  |                  |                          |                                      |  |                |                            |              |  |
| Source: <a href="https://unionpark.metroplaces.com">https://unionpark.metroplaces.com</a>   |                            |   |  |                  |                          |                                      |  |                |                            |              |  |

|  |               |                                    |   |
|--|---------------|------------------------------------|---|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |   |
| a.   | (1) FIRM NAME | (2) FIRM LOCATION (City and State) | (3) ROLE  |
|  | 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  |

|   |                          |   |                              |                  |                          |                                      |                |                         |              |
|---|--------------------------|---|------------------------------|------------------|--------------------------|--------------------------------------|----------------|-------------------------|--------------|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br><b>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</b>   |                          | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>5</b> |                              |                  |                          |                                      |                |                         |              |
| 21. TITLE AND LOCATION (City and State)   |                          | 22. YEARS COMPLETED                               |                              |                  |                          |                                      |                |                         |              |
| <b>Ballantrae Community Development District</b><br>Pasco County, FL  |                          | PROFESSIONAL SERVICES                             | CONSTRUCTION (if applicable) |                  |                          |                                      |                |                         |              |
|   |                          | 2006-Ongoing                                      | N/A                          |                  |                          |                                      |                |                         |              |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td>c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Ballantrae CDD</td> <td>Patricia Thibault, DPFG</td> <td>813.418.7473</td> </tr> </table>   |                          |   |                              | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER | Ballantrae CDD | Patricia Thibault, DPFG | 813.418.7473 |
| a. PROJECT OWNER  | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER              |                              |                  |                          |                                      |                |                         |              |
| Ballantrae CDD  | Patricia Thibault, DPFG  | 813.418.7473                                      |                              |                  |                          |                                      |                |                         |              |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)   |                          |   |                              |                  |                          |                                      |                |                         |              |
| <p>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.</p>  |                          |   |                              |                  |                          |                                      |                |                         |              |
| Source: <a href="https://www.ballantraecd.org/">https://www.ballantraecd.org/</a>   |                          |   |                              |                  |                          |                                      |                |                         |              |

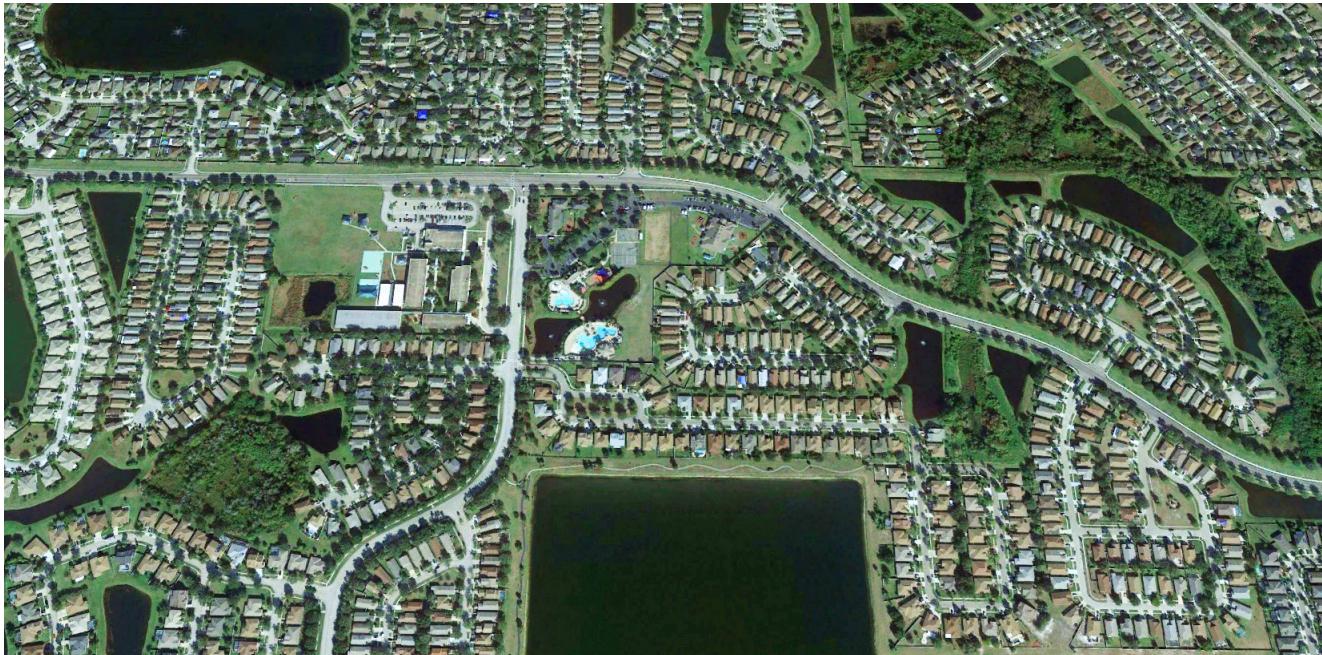
|  |               |                                    |                   |
|--|---------------|------------------------------------|-------------------|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |                   |
| a.   | (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          |
|  |               |                                    |                   |

|   |                          |   |                              |                  |                          |                                      |               |                         |              |
|---|--------------------------|---|------------------------------|------------------|--------------------------|--------------------------------------|---------------|-------------------------|--------------|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)  |                          | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>6</b>                                   |                              |                  |                          |                                      |               |                         |              |
| 21. TITLE AND LOCATION (City and State)   |                          | 22. YEARS COMPLETED   |                              |                  |                          |                                      |               |                         |              |
| <b>Northwood Community Development District</b><br>Pasco County, FL   |                          | PROFESSIONAL SERVICES   | CONSTRUCTION (if applicable) |                  |                          |                                      |               |                         |              |
|   |                          | 2006-Ongoing  | N/A                          |                  |                          |                                      |               |                         |              |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td>c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Northwood CDD</td> <td>Gene Roberts, Inframark</td> <td>813.873.7300</td> </tr> </table>  |                          |   |                              | a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER | Northwood CDD | Gene Roberts, Inframark | 813.873.7300 |
| a. PROJECT OWNER  | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER  |                              |                  |                          |                                      |               |                         |              |
| Northwood CDD   | Gene Roberts, Inframark  | 813.873.7300  |                              |                  |                          |                                      |               |                         |              |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)   |                          |   |                              |                  |                          |                                      |               |                         |              |
| <p>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.</p> <p>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.</p> |                          |   |                              |                  |                          |                                      |               |                         |              |
|   |                          |  |                              |                  |                          |                                      |               |                         |              |
| Source: <a href="https://northwoodcdd.com/">https://northwoodcdd.com/</a>   |                          |   |                              |                  |                          |                                      |               |                         |              |

|  |               |                                    |                   |
|--|---------------|------------------------------------|-------------------|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |                   |
| 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          |
|  |               |                                    |                   |

|  |   |   |  |  |   |   |   |
|--|---|---|--|--|---|---|---|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br><b>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</b>  |   |   | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>7</b>  |  |   |   |   |
| <b>21. TITLE AND LOCATION (City and State)</b><br><b>Meadow Point III Community Development District</b><br><b>Pasco County, FL</b>  |   |   | <b>22. YEARS COMPLETED</b><br><b>PROFESSIONAL SERVICES</b>   <b>CONSTRUCTION (if applicable)</b><br><b>2006 - Ongoing</b>   <b>N/A</b> |  |   |   |   |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td><b>a. PROJECT OWNER</b><br/>Meadow Point III CDD</td> <td><b>b. POINT OF CONTACT NAME</b><br/>Darryl Adams, Rizzetta &amp; Co.</td> <td><b>c. POINT OF CONTACT TELEPHONE NUMBER</b><br/>813.994.1001 x7958</td> </tr> </table>  |   |   |  |  | <b>a. PROJECT OWNER</b><br>Meadow Point III CDD | <b>b. POINT OF CONTACT NAME</b><br>Darryl Adams, Rizzetta & Co. | <b>c. POINT OF CONTACT TELEPHONE NUMBER</b><br>813.994.1001 x7958 |
| <b>a. PROJECT OWNER</b><br>Meadow Point III CDD  | <b>b. POINT OF CONTACT NAME</b><br>Darryl Adams, Rizzetta & Co. | <b>c. POINT OF CONTACT TELEPHONE NUMBER</b><br>813.994.1001 x7958 |  |  |   |   |   |
| <b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> (Include scope, size, and cost)<br><p>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.</p> <p>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.</p>  |   |   |  |  |   |   |   |

|  |                                 |  |                                      |  |
|--|---------------------------------|--|--------------------------------------|--|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |                                 |  |                                      |  |
| <b>a.</b>  | <b>(1) FIRM NAME</b><br>Stantec | <b>(2) FIRM LOCATION (City and State)</b><br>Tampa, FL | <b>(3) ROLE</b><br>Civil Engineering |  |
|  |                                 |  |                                      |  |
| <b>b.</b>  | <b>(1) FIRM NAME</b>            | <b>(2) FIRM LOCATION (City and State)</b>              | <b>(3) ROLE</b>                      |  |
|  |                                 |  |                                      |  |
| <b>c.</b>  | <b>(1) FIRM NAME</b>            | <b>(2) FIRM LOCATION (City and State)</b>              | <b>(3) ROLE</b>                      |  |
|  |                                 |  |                                      |  |
| <b>d.</b>  | <b>(1) FIRM NAME</b>            | <b>(2) FIRM LOCATION (City and State)</b>              | <b>(3) ROLE</b>                      |  |
|  |                                 |  |                                      |  |

|  |   |   |  |                  |                          |                                      |  |                |   |                   |  |
|--|---|---|--|------------------|--------------------------|--------------------------------------|--|----------------|---|-------------------|--|
| <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b><br>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)   |   | <b>20. EXAMPLE PROJECT KEY NUMBER</b><br><b>8</b>   |  |                  |                          |                                      |  |                |   |                   |  |
| 21. TITLE AND LOCATION (City and State)<br><b>Rivercrest Community Development District</b><br>Hillsborough County, FL   |   | 22. YEARS COMPLETED<br>PROFESSIONAL SERVICES   CONSTRUCTION (if applicable)<br>2006-Ongoing   N/A |  |                  |                          |                                      |  |                |   |                   |  |
| <b>23. PROJECT OWNER'S INFORMATION</b> <table border="1"> <tr> <td>a. PROJECT OWNER</td> <td>b. POINT OF CONTACT NAME</td> <td colspan="2">c. POINT OF CONTACT TELEPHONE NUMBER</td> </tr> <tr> <td>Rivercrest CDD</td> <td>Jordan Lansford, LCAM, Governmental Management Services</td> <td colspan="2">813.344.4844 x106</td> </tr> </table>   |   |   |  | 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 |  |
| 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)<br><p>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.</p> <p>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.</p>  |   |   |  |                  |                          |                                      |  |                |   |                   |  |

|  |               |                                    |                   |
|--|---------------|------------------------------------|-------------------|
| <b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b> |               |                                    |                   |
| 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          |
|  |               |                                    |                   |

## G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

## 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<br>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 ( <i>If any</i> )   |   |  |
|--|----------------------------------|---|--------------------------------------|--|---|--|
| <b>PART II – GENERAL QUALIFICATIONS</b><br><i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i> |                                  |   |                                      |  |   |  |
| 2a. FIRM (OR BRANCH OFFICE) NAME<br><b>Stantec Consulting Services Inc.</b>  |                                  |   |                                      | 3. YEAR ESTABLISHED<br>2012  | 4. UNIQUE ENTITY IDENTIFIER<br>RR7KJAM4G4Z3           |  |
| 2b. STREET<br>777 S Harbour Island Boulevard Suite 600   |                                  |   |                                      | 5. OWNERSHIP   |   |  |
| 2c. CITY<br>Tampa  |                                  | 2d. STATE<br>FL                                   | 2e. ZIP CODE<br>33602-5729           | a. TYPE<br><b>Corporation</b>  |   |  |
| 6a. POINT OF CONTACT NAME AND TITLE<br>Douglas Stoker PE - ENV SP, Vice President  |                                  |   |                                      | b. SMALL BUSINESS STATUS<br><b>N/A</b>   |   |  |
| 6b. TELEPHONE NUMBER<br>(727) 431-1550   |                                  | 6c. EMAIL ADDRESS<br>douglas.stoker@stantec.com   |                                      | 7. NAME OF FIRM ( <i>If block 2a is a branch office</i> )<br><b>Stantec Inc.</b> |   |  |
| 8a. FORMER FIRM NAME(S) ( <i>If any</i> )  |                                  |   |                                      | 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 ( <i>See Below</i> ) |
|  |                                  | (1) Firm  | (2) Branch                           |  |   |  |
| 02   | Administrative                   | 5432  | 40                                   | A01  | Acoustics; Noise Abatement                            | 7  |
| 06   | Architect                        | 1250  | 1                                    | A05  | Airports; Navajds; 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   |
|  | <b>Total</b>                     | <b>28296</b>                                      | <b>148</b>                           | <b>W03</b>   | Water Supply; Treatment, and Distribution             | <b>10</b>                                    |
| <b>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS</b><br><i>(insert revenue index number shown at right)</i> |                                  | <b>PROFESSIONAL SERVICES REVENUE INDEX NUMBER</b> |                                      |  |   |  |
| 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  | <b>10</b>                        | 3.  | \$250,000 to less than \$500,000     | 8.   | \$10 million to less than \$25 million                |  |
|  |                                  | 4.  | \$500,000 to less than \$1 million   | 9.   | \$25 million to less than \$50 million                |  |
|  |                                  | 5.  | \$1 million to less than \$2 million | 10.  | \$50 million or greater                               |  |
| <b>12. AUTHORIZED REPRESENTATIVE</b><br>The foregoing is a statement of facts.   |                                  |   |                                      |  |   |  |
| a. SIGNATURE<br>                                      |                                  |   |                                      |  | b. DATE<br><b>February 22, 2024</b>                   |  |
| c. NAME AND TITLE<br><b>Amy Campbell - Senior Principal, Regional Leader US South</b>  |                                  |   |                                      |  |   |  |

**Harvest Ridge**  
Community Development District

***Annual Operating and Debt Service Budget***

**Fiscal Year 2025**

Preliminary Budget

Prepared by:



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**OPERATING BUDGET**

General Fund

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**Harvest Ridge**  
Community Development District

**Operating Budget**  
Fiscal Year 2025

## Summary of Revenues, Expenditures and Changes in Fund Balances

General Fund  
Fiscal Year 2025 Budget

| ACCOUNT DESCRIPTION                       | ADOPTED           | ACTUAL            | PROJECTED         | TOTAL             |         | ANNUAL            |
|---|-------------------|-------------------|-------------------|-------------------|---------|-------------------|
|   | BUDGET            | THRU              | April-10/1/2024   | PROJECTED         | % +/-   | BUDGET            |
|   | FY 2024           | 3/31/24           | FY 2024           | Budget            | FY 2025 |                   |
| <b>REVENUES</b>                           |                   |                   |                   |                   |         |                   |
| Operations & Maintenance Assmts - On Roll | \$ -              | \$ -              | \$ -              | \$ -              | \$ -    | \$ -              |
| Special Assmnts- CDD Collected            | 297,475           | 142,224           | 155,251           | 297,475           | 0%      | 297,475           |
| Developer Contributions                   | -                 | -                 | -                 | -                 | 0%      | -                 |
| <b>TOTAL REVENUES</b>                     | <b>\$ 297,475</b> | <b>\$ 142,224</b> | <b>\$ 155,251</b> | <b>\$ 297,475</b> |         | <b>\$ 297,475</b> |
| <b>EXPENDITURES</b>                       |                   |                   |                   |                   |         |                   |
| <i>Financial and Administrative</i>       |                   |                   |                   |                   |         |                   |
| Supervisor Fees                           | \$ 6,000          | \$ -              | \$ 6,000          | \$ 6,000          | 0%      | \$ 6,000          |
| District Management                       | 25,000            | 7,000             | 18,000            | 25,000            | 0%      | 25,000            |
| Field Management                          | 4,500             | -                 | 4,500             | 4,500             | 0%      | 4,500             |
| Administration                            | 4,500             | 1,231             | 3,269             | 4,500             | 0%      | 4,500             |
| Recording Secretary                       | 2,400             | 600               | 1,800             | 2,400             | 0%      | 2,400             |
| Financial/Revenue Collections             | 1,200             | 1,300             | -                 | 1,300             | 8%      | 1,200             |
| Rental and Leases                         | 600               | 100               | 500               | 600               | 0%      | 600               |
| Accounting Services                       | 9,000             | 2,250             | 6,750             | 9,000             | 0%      | 9,000             |
| Website Admin Services                    | 1,200             | 200               | 1,000             | 1,200             | 0%      | 1,200             |
| District Engineer                         | 9,500             | -                 | 9,500             | 9,500             | 0%      | 9,500             |
| District Counsel                          | 8,500             | 1,096             | 7,404             | 8,500             | 0%      | 8,500             |
| Postage, Phone, Faxes, Copies             | 500               | 131               | 369               | 500               | 0%      | 500               |
| Legal Advertising                         | 3,500             | 340               | 3,160             | 3,500             | 0%      | 3,500             |
| Bank Fees                                 | 200               | -                 | 200               | 200               | 0%      | 200               |
| Dues, Licenses & Fees                     | 175               | 175               | -                 | 175               | 0%      | 175               |
| Onsite Office Supplies                    | 100               | 37                | 63                | 100               | 0%      | 100               |
| Website ADA Compliance                    | 1,800             | -                 | 1,800             | 1,800             | 0%      | 1,800             |
| Meeting Expense                           | 4,000             | 131               | 3,869             | 4,000             | 0%      | 4,000             |
| ProfServ - Info Technology                | 600               | 150               | 450               | 600               | 0%      | 600               |
| Misc Admin                                | 250               | -                 | 250               | 250               | 0%      | 250               |
| <b>Total Financial and Administrative</b> | <b>\$ 83,525</b>  | <b>\$ 14,741</b>  | <b>\$ 68,884</b>  | <b>\$ 83,625</b>  |         | <b>\$ 83,525</b>  |
| <i>Insurance</i>                          |                   |                   |                   |                   |         |                   |
| General Liability                         | \$ 3,200          | \$ -              | \$ 3,200          | \$ 3,200          | 0%      | \$ 3,200          |
| Public Officials Insurance                | 2,500             | -                 | 2,500             | 2,500             | 0%      | 2,500             |
| Property & Casualty Insurance             | 12,500            | -                 | 12,500            | 12,500            | 0%      | 12,500            |
| <b>Total Insurance</b>                    | <b>\$ 18,200</b>  | <b>\$ -</b>       | <b>\$ 18,200</b>  | <b>\$ 18,200</b>  |         | <b>\$ 18,200</b>  |
| <i>Utility Services</i>                   |                   |                   |                   |                   |         |                   |
| Electric Utility Services                 | \$ 5,000          | \$ 883            | \$ 4,117          | \$ 5,000          | 0%      | \$ 5,000          |
| Street Lights                             | 40,000            | -                 | 40,000            | 40,000            | 0%      | 40,000            |
| Amenity Internet                          | 750               | -                 | 750               | 750               | 0%      | 750               |
| Water/Waste                               | 5,000             | -                 | 5,000             | 5,000             | 0%      | 5,000             |
| <b>Total Utility Services</b>             | <b>\$ 50,750</b>  | <b>\$ 883</b>     | <b>\$ 49,867</b>  | <b>\$ 50,750</b>  |         | <b>\$ 50,750</b>  |

**Amenity**

|                                      |                  |                 |                  |                  |    |                  |        |
|--------------------------------------|------------------|-----------------|------------------|------------------|----|------------------|--------|
| Pool Monitor                         | \$ -             | \$ -            | \$ -             | \$ -             | 0% | \$ -             | \$ -   |
| Janitorial - Supplies/Other          | 8,250            | -               | 8,250            | 8,250            | 0% | 8,250            | 8,250  |
| Garbage Dumpster - Rental/Collection | 1,500            | -               | 1,500            | 1,500            | 0% | 1,500            | 1,500  |
| Amenity R&M                          | 5,000            | -               | 5,000            | 5,000            | 0% | 5,000            | 5,000  |
| Stormwater System R&M                | 8,500            | 4,652           | 3,848            | 8,500            | 0% | 8,500            | 8,500  |
| Annual Stormwater Report             | 3,500            | -               | 3,500            | 3,500            | 0% | 3,500            | 3,500  |
| Entrance Monuments, Gates, Walls R&M | 1,500            | 825             | 675              | 1,500            | 0% | 1,500            | 1,500  |
| Pool Maintenance - Contract          | 12,000           | -               | 12,000           | 12,000           | 0% | 12,000           | 12,000 |
| Pool Treatments & Other R&M          | 500              | -               | 500              | 500              | 0% | 500              | 500    |
| MISC                                 | 1,150            | -               | 1,150            | 1,150            | 0% | 1,150            | 1,150  |
| Contracts - HVAC                     | 600              | -               | 600              | 600              | 0% | 600              | 600    |
| Playground Equipment                 | 500              | -               | 500              | 500              | 0% | 500              | 500    |
| <b>Total Amenity</b>                 | <b>\$ 43,000</b> | <b>\$ 5,477</b> | <b>\$ 37,523</b> | <b>\$ 43,000</b> |    | <b>\$ 43,000</b> |        |

**Landscape and Pond Maintenance**

|   |                   |                  |                  |                   |    |                   |
|---|-------------------|------------------|------------------|-------------------|----|-------------------|
| Landscape Maintenance - Contract            | \$ 75,000         | \$ 26,490        | \$ 48,510        | \$ 75,000         | 0% | \$ 75,000         |
| Landscaping - R&M                           | 1,000             | -                | 1,000            | 1,000             | 0% | 1,000             |
| Landscaping - Mulch                         | 2,500             | -                | 2,500            | 2,500             | 0% | 2,500             |
| Landscaping - Annuals                       | 2,500             | -                | 2,500            | 2,500             | 0% | 2,500             |
| Irrigation Maintenance                      | 6,000             | -                | 6,000            | 6,000             | 0% | 6,000             |
| Aquatics - Plant Replacement                | 5,000             | -                | 5,000            | 5,000             | 0% | 5,000             |
| R&M Drainage                                | 1,000             | -                | 1,000            | 1,000             | 0% | 1,000             |
| Wetland Maintenance                         | 6,500             | 6,736            | -                | 6,736             | 4% | 6,500             |
| MISC Contingency                            | 2,500             | -                | 2,500            | 2,500             | 0% | 2,500             |
| <b>Total Landscape and Pond Maintenance</b> | <b>\$ 102,000</b> | <b>\$ 33,226</b> | <b>\$ 69,010</b> | <b>\$ 102,236</b> |    | <b>\$ 102,000</b> |

|                           |                   |                  |                   |                   |  |                   |
|---------------------------|-------------------|------------------|-------------------|-------------------|--|-------------------|
| <b>TOTAL EXPENDITURES</b> | <b>\$ 297,475</b> | <b>\$ 54,327</b> | <b>\$ 243,484</b> | <b>\$ 297,811</b> |  | <b>\$ 297,475</b> |
|---------------------------|-------------------|------------------|-------------------|-------------------|--|-------------------|

|                                 |      |           |             |          |  |      |
|---------------------------------|------|-----------|-------------|----------|--|------|
| Excess (deficiency) of revenues | \$ - | \$ 87,897 | \$ (88,233) | \$ (336) |  | \$ - |
|---------------------------------|------|-----------|-------------|----------|--|------|

|                            |      |           |             |          |  |      |
|----------------------------|------|-----------|-------------|----------|--|------|
| Net change in fund balance | \$ - | \$ 87,897 | \$ (88,233) | \$ (336) |  | \$ - |
|----------------------------|------|-----------|-------------|----------|--|------|

|                                |                   |                   |                  |                   |  |                   |
|--------------------------------|-------------------|-------------------|------------------|-------------------|--|-------------------|
| <b>FUND BALANCE, BEGINNING</b> | <b>\$ (8,221)</b> | <b>\$ (8,221)</b> | <b>\$ 79,676</b> | <b>\$ (8,221)</b> |  | <b>\$ (8,557)</b> |
|--------------------------------|-------------------|-------------------|------------------|-------------------|--|-------------------|

|                             |                   |                  |                   |                   |  |                   |
|-----------------------------|-------------------|------------------|-------------------|-------------------|--|-------------------|
| <b>FUND BALANCE, ENDING</b> | <b>\$ (8,221)</b> | <b>\$ 79,676</b> | <b>\$ (8,557)</b> | <b>\$ (8,557)</b> |  | <b>\$ (8,557)</b> |
|-----------------------------|-------------------|------------------|-------------------|-------------------|--|-------------------|

**Budget Narrative**  
Fiscal Year 2025

**REVENUES**

**Interest-Investments**

The District earns interest on its operating accounts.

**Operations & Maintenance Assessments – On Roll**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

**Developer Contributions**

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

**Other Miscellaneous Revenues**

Additional revenue sources not otherwise specified by other categories.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES**

**Financial and Administrative**

**Supervisor Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon four supervisors attending 14 meetings.

**Onsite Staff**

The district may incur expenses for employees or other staff members needed for recreational facilities such as clubhouse staff.

**District Management**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors and attends all meetings of the Board of Supervisors.

**Field Management**

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

**Administration**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Financial and Administrative** (continued)

**Recording Secretary**

Inframark provides recording services with near verbatim minutes.

**Construction Accounting**

Accounting services as described within the Accounting Services but specifically regarding construction.

**Financial/Revenue Collections**

Service includes all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a collection agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Rentals and Leases**

The anticipated cost of rental expenses including but not limited to renting meeting room space for district board meetings.

**Data Storage**

Cost of server maintenance and technical support for CDD related IT needs.

**Accounting Services**

Services including the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Dissemination Agent/Reporting**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Website Administration Services**

The cost of web hosting and regular maintenance of the District's website by Inframark Management Services.

**District Engineer**

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

**District Counsel**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions, and other research as directed or requested by the BOS District Manager.

**Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2014 and Series 2015 Bonds. The budgeted amount for the fiscal year is based on previous year plus any out-of-pocket expenses.

**EXPENDITURES**

**Budget Narrative**  
Fiscal Year 2025

**Financial and Administrative** (continued)

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is an estimate based on prior year costs.

**Postage, Phone, Faxes, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

**Mailings**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Professional Services – Arbitrage Rebate**

The District is required to annually calculate the arbitrage rebate liability on its Series 2013A and 2020 bonds.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in the newspaper of general circulation.

**Bank Fees**

This represents the cost of bank charges and other related expenses that are incurred during the year.

**Dues, Licenses and Fees**

This represents the cost of the District's operating license as well as the cost of memberships in necessary organizations.

**Onsite Office Supplies**

This represents the cost of supplies used to prepare agenda packages, create required mailings, and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

**Website ADA Compliance**

Cost of maintaining district website's compliance with the Americans with Disabilities Act of 1990.

**Disclosure Report**

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

**Annual Stormwater Report**

Cost to produce annual report on CDD stormwater infrastructure.

**Miscellaneous Administrative**

All other administrative costs not otherwise specified above.

**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Insurance**

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance Advisors, LLC. The budgeted amount allows for a projected increase in the premium.

**Public Officials Insurance**

The District will incur expenditures for public officials' liability insurance for the Board and Staff and may incur a 10% premium increase.

**Property & Casualty Insurance**

The District will incur fees to insure items owned by the district for its property needs.

**Deductible**

District's share of expenses for insured property when a claim is filed.

**EXPENDITURES**

**Utility Services**

**Electric Utility Services**

Electricity for accounts with the local Utilities Commissions for the swim club, parks, and irrigation. Fees are based on historical costs for metered use.

**Streetlights**

Local Utility Company charges electricity usage (maintenance fee). The budget is based on historical costs.

**Lighting Replacement**

Cost of replacing defective lights and bulbs in CDD facilities.

**Decorative Light Maintenance**

Cost of replacement and repair of decorative lighting fixtures.

**Amenity Internet**

Internet service for clubhouse and other amenity locations.

**Water/Waste**

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGR) for wastewater service in accordance with the adopted rate schedule.

**Gas**

Cost of natural gas for CDD facilities. Regular fuel costs (automobile etc.)

**Facility A/C & Heating R&M**

Cost of repairs and regular maintenance of Air Conditioning and central heating of CDD facilities.

**Utilities – Other**

Utility expenses not otherwise specified in above categories.

**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Amenity**

**Pool Monitor**

Cost of staff members to facilitate pool safety services.

**Janitorial – Contract**

Cost of janitorial labor for CDD Facilities.

**Janitorial Supplies/Other**

Cost of janitorial supplies for CDD Facilities.

**Garbage Dumpster – Rental and Collection**

Cost of dumpster rental and trash collection at CDD facilities.

**Amenity Pest Control**

Cost of exterminator and pesticides at CDD amenities and facilities.

**Amenity R&M**

Cost of repairs and regular maintenance of CDD amenities.

**Amenity Furniture R&M**

Cost of repairs and maintenance to amenity furniture.

**Access Control R&M**

Cost of repairs and maintenance to electronic locks, gates, and other security fixtures.

**Key Card Distribution**

Cost of providing keycards to residents to access CDD Facilities.

**Recreation/Park Facility Maintenance**

Cost of upkeep and repairs to all parks and recreation facilities in the CDD

**Athletic Courts and Field Maintenance**

Cost of upkeep and repairs for athletic fields and courts (ex. Basketball Courts) on CDD property.

**Park Restroom Maintenance**

Upkeep and cleaning of park restrooms on CDD property.

**Playground Equipment and Maintenance**

Cost of acquisition and upkeep of playground equipment for CDD parks.

**Clubhouse Office Supplies**

Cost of supplies for clubhouse clerical duties (pens, paper, ink, etc.)

**Clubhouse IT Support**

Cost of IT services and for clubhouse operational needs.

**Dog Waste Station Service & Supplies**

Cost of cleaning and resupplying dog waste stations.

**EXPENDITURES**

**Budget Narrative**  
Fiscal Year 2025

**Amenity (Continued)**

**Entrance Monuments, Gates, Walls R&M**

Cost of repairs and regular maintenance for entryways, walls, and gates.

**Sidewalk, Pavement, Signage R&M**

Cost of repairs and regular maintenance to sidewalks, pavements, and signs.

**Trail/Bike Path Maintenance**

Cost of upkeep to bike paths and trails on CDD property.

**Boardwalk and Bridge Maintenance**

Cost of upkeep for boardwalks and bridges on CDD property.

**Pool and Spa Permits**

Cost of permits required for CDD pool and spa operation as required by law.

**Pool Maintenance – Contract**

Cost of Maintenance for CDD pool facilities.

**Pool Treatments & Other R&M**

Cost of chemical pool treatments and similar such maintenance.

**Security Monitoring Services**

Cost of CDD security personnel and equipment.

**Special Events**

Cost of holiday celebrations and events hosted on CDD property.

**Community Activities**

Cost of recreational events hosted on CDD property.

**Holiday Decorations**

Cost of decorations for major holidays (i.e., Christmas)

**Miscellaneous Amenity**

Amenity Expenses not otherwise specified.

**EXPENDITURES**

**Landscape and Pond Maintenance**

**R&M – Stormwater System**

Cost of repairs and regular maintenance to the CDD's stormwater and drainage infrastructure.

**Landscape Maintenance - Contract**

Landscaping company to provide maintenance consisting of mowing, edging, trimming, blowing, fertilizing, and applying pest and disease control chemicals to turf throughout the District.

**Landscaping - R&M**

Cost of repairs and regular maintenance to landscaping equipment.

**EXPENDITURES**

**Landscape and Pond Maintenance (Continued)**

**Budget Narrative**  
Fiscal Year 2025

**Landscaping – Plant Replacement Program**

Cost of replacing dead or damaged plants throughout the district.

**Irrigation Maintenance**

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system components including weather station and irrigation lines.

**Aquatics – Contract**

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Wetlands Maintenance and Monitoring**

Cost of upkeep and protection of wetlands on CDD property.

**Aquatics – Plant Replacement**

The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**Waterway Management Program**

Cost of maintaining waterways and rivers on district property.

**Debris Cleanup**

Cost of cleaning up debris on district property.

**Wildlife Control**

Management of wildlife on district property.

**EXPENDITURES**

**Contingency/Reserves**

**Contingency**

Funds set aside for projects, as determined by the district's board.

**Capital Improvements**

Funding of major projects and building improvements to CDD property.

**R&M Other Reserves**

The board may set aside monetary reserves for necessary for maintenance projects as needed.

**Harvest Ridge**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2025

**Assessment Summary**  
Fiscal Year 2025 vs. Fiscal Year 2024

| ASSESSMENT ALLOCATION |            |                |             |               |                          |         |             |                            |             |               |  |
|-----------------------|------------|----------------|-------------|---------------|--------------------------|---------|-------------|----------------------------|-------------|---------------|--|
| Assessment Area One   |            |                |             |               |                          |         |             |                            |             |               |  |
| Product               | Units      | O&M Assessment |             |               | Debt Service Series 2024 |         |             | Total Assessments per Unit |             |               |  |
|                       |            | FY 2025        | FY 2024     | Dollar Change | FY 2025                  | FY 2024 |             | FY 2025                    | FY 2024     | Dollar Change |  |
| Single Family 40'     | 239        | \$ 1,049.63    | \$ 1,049.63 | \$ 0.00       | \$ 1,063.83              | \$ -    | \$ 1,063.83 | \$ 2,113.46                | \$ 1,049.63 | \$ 1,063.83   |  |
| Single Family 50'     | 50         | \$ 1,312.03    | \$ 1,312.03 | \$ 0.00       | \$ 1,329.79              | \$ -    | \$ 1,329.79 | \$ 2,641.82                | \$ 1,312.03 | \$ 1,329.79   |  |
|                       | <b>289</b> |                |             |               |                          |         |             |                            |             |               |  |

## **RESOLUTION 2024-1**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2024/2025; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Harvest Ridge Community Development District (“**District**”) a proposed operation and maintenance budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Proposed Budget**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HARVEST RIDGE COMMUNITY DEVELOPMENT DISTRICT:**

**1. PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

**2. SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 13, 2024

HOUR: 11:00 a.m.

LOCATION: SpringHill Suites by Marriott Tampa Suncoast Parkway  
16615 Crosspointe Run  
Land O’Lakes, Florida 34648

**3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

**4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED ON MAY 14, 2024.**

Attest:

**Harvest Ridge Community  
Development District**

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Print Name: \_\_\_\_\_  
Secretary / Assistant Secretary

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Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2024/2025**