*Crosswinds East*
*Community Development District*

*Meeting Agenda*

*August 24, 2022*

# AGENDA

# *Crosswinds East*
## *Community Development District*

**219 E. Livingston St., Orlando, Florida 32801**
**Phone: 407-841-5524 – Fax: 407-839-1526**

August 17, 2022

**Board of Supervisors**
**Crosswinds East**
**Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of the **Crosswinds East Community Development District** will be held on **Wednesday, August 24, 2022,** at **10:15 AM** at **346 E. Central Ave., Winter Haven, FL 33880.**

**Zoom Video Link:** https://us06web.zoom.us/j/88118656373
**Zoom Call-In Number**: 1-646-876-9923
**Meeting ID**: 881 1865 6373

Following is the advance agenda for the meeting:

**Landowners' Meeting**

1. Determination of Number of Voting Units Represented
2. Call to Order
3. Election of Chairman for the Purpose of Conducting the Landowners' Meeting
4. Nominations for the Position of Supervisor
5. Casting of Ballots
6. Ballot Tabulation
7. Landowner's Questions and Comments
8. Adjournment

**Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period ([1]Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Organizational Matters
    A. Administration of Oaths of Office to Newly Elected Board Members

[1] Comments will be limited to three (3) minutes

   B. Consideration of Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election
   C. Election of Officers
   D. Consideration of Resolution 2022-35 Electing Officers
4. Approval of Minutes of the July 13, 2022 Organizational Meeting
5. Public Hearings
   A. Public Hearing on the Imposition of Special Assessments
      i. Presentation of Engineer's Report
      ii. Presentation of Assessment Methodology
      iii. Consideration of Resolution 2022-36 Levying Special Assessments
      iv. Master Notice of Special Assessments
   B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments
      i. Consideration of Resolution 2022-37 Expressing the District's Intent to Utilize the Uniform Method of Collection
   C. Public Hearing on the Adoption of District Rules of Procedure
      i. Consideration of Resolution 2022-38 Adopting the Rules of Procedure
6. Consideration of Resolution 2022-39 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023
7. Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer
8. Staff Reports
   A. Attorney
   B. Engineer
   C. District Manager's Report
9. Other Business
10. Supervisors Requests and Audience Comments
11. Adjournment

# Landowners' Meeting

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Wednesday, August 24, 2022**

TIME: **10:15 AM**

LOCATION: **346 E. Central Ave., Winter Haven, FL 33880**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District **("District")** has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors **("Board")** every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Five (5) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The three candidates receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

# Board of Supervisors Meeting

# SECTION III

# SECTION B

**RESOLUTION 2022-34**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNER'S ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS,** the Crosswinds East Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated partially within the City of Haines City, Florida and unincorporated Polk County, Florida; and

**WHEREAS,** pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

**WHEREAS,** such landowners meeting was held on August 24, 2022, the Minutes of which are attached hereto as **Exhibit A**, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

**WHEREAS,** the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

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

**SECTION 1.** The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

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

**SECTION 2.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

_____ 4 Year Term

| | |
|---|---|
| _____ | 4 Year Term |
| _____ | 2 Year Term |
| _____ | 2 Year Term |
| _____ | 2 Year Term |

**SECTION 3.** This resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 24th day of August 2022.

ATTEST:

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

**Exhibit A**
**Minutes of Landowners Election**

# SECTION D

**RESOLUTION 2022-35**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Crosswinds East Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated partially within the City of Haines City, Florida and unincorporated Polk County, Florida; and

**WHEREAS,** the Board of Supervisors of the District ("Board") desires to elect the Officers of the District.

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

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

Chairperson _____

Vice Chairperson _____

Secretary _____

Assistant Secretary _____

Assistant Secretary _____

Assistant Secretary _____

Assistant Secretary _____

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

**PASSED AND ADOPTED** this 24th day of August 2022.

ATTEST:

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____

Secretary / Assistant Secretary

_____

Chairperson, Board of Supervisors

# MINUTES

**MINUTES OF MEETING**
**CROSSWINDS EAST**
**COMMUNITY DEVELOPMENT DISTRICT**

The Organizational meeting of the Board of Supervisors of the Crosswinds East Community Development District was held Wednesday, **July 13, 2022** at 11:02 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

| | |
|---|---|
| Rennie Heath *joined late* | Chair |
| Lauren Schwenk | Vice Chair |
| Chuck Cavaretta | Assistant Secretary |
| Daniel Arnette | Assistant Secretary |
| Jessica Petrucci | Assistant Secretary |

Also present were:

| | |
|---|---|
| Jill Burns | District Manager, GMS |
| Roy Van Wyk | KE Law Group |
| Bob Gang *by Zoom* | Greenberg Traurig |
| Ashton Bligh *by Zoom* | Greenberg Traurig |
| Rey Malave *by Zoom* | Dewberry |
| Lisa Kelley *by Zoom* | Dewberry |
| Molly Banfield *by Zoom* | Dewberry |
| Jeremy LeBrun | GMS |

**FIRST ORDER OF BUSINESS** **Introduction**

**A. Call to Order**

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum. Mr. Heath joined the meeting late.

**B. Public Comment Period**

There were no members of the public present for the meeting.

**C. Oath of Office**

Ms. Burns, being a notary of the State of Florida, swore in all Supervisors; Ms. Lauren Schwenk, Mr. Chuck Cavaretta, Mr. Daniel Arnette, and Ms. Jessica Petrucci. Ms. Burns asked that all forms be completed and turned in to her.

**SECOND ORDER OF BUSNESS Organizational Matters**

**A. Confirmation of Notice of Meeting**

Ms. Burns confirmed that the meeting had been properly noticed as required by the statutes.

**B. Information on Community Development Districts and Public Official Responsibilities and Florida Statutes Chapter 190**

Ms. Burns stated that since the Supervisors were familiar with the Sunshine Law, they would not cover this item in detail.

**C. Election of Officers**

**1. Resolution 2022-01 Appointing Officers**

Ms. Burns stated that the Board is required to elect officers and stated that in the past they had Rennie Heath as Chair, Lauren Schwenk as Vice Chair, the other three Supervisors as secretaries. Ms. Burns asked that she be appointed Secretary, Mr. George Flint be appointed as an Assistant Secretary. The Board nominated Mr. Rennie Heath as Chair, Ms. Lauren Schwenk as Vice Chair, and Mr. Chuck Cavaretta, Mr. Daniel Arnette, and Ms. Jessica Petrucci as Assistant Secretaries. Ms. Burns was named Secretary and Mr. Flint was named Assistant Secretary.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-01 Appointing Officers with Mr. Rennie Heath as Chair, Ms. Lauren Schwenk as Vice Chair, and Mr. Chuck Cavaretta, and Mr. Daniel Arnette, and Ms. Jessica Petrucci as Assistant Secretaries, Ms. Burns as Secretary, and Mr. George Flint as Assistant Secretary, was approved.

**2. Resolution 2022-02 Appointing Treasurer and Assistant Treasurer**

Ms. Burns stated that the Board is required to elect officers and asked that Mr. George Flint be named the Treasurer, and Ms. Katie Costa as Assistant Treasurer.

> On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2022-02 Appointing Treasurer and Assistant Treasurer with Mr. George Flint as Treasurer and Ms. Katie Costa as Assistant Treasurer, was approved.

**THIRD ORDER OF BUSINESS Retention of District Staff**

**A. Consideration of Contract for District Management Services**

**i. Resolution 2022-03 Appointing District Manager**

Ms. Burns reported that this resolution would appoint GMS as the District Manager. She noted the fee schedule was attached.

> On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2022-03 Appointing GMS as the District Manager, was approved.

**B. Consideration of Contract for District Counsel Services**

**i. Resolution 2022-04 Appointing District Counsel**

Ms. Burns stated that this resolution will appoint KE Law Group as District Counsel. She noted that Mr. Van Wyk was available for any questions.

> On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2022-04 Appointing KE Law Group as District Counsel, was approved.

**C. Resolution 2022-05 Selection of Registered Agent and Office**

Ms. Burns stated that it is required by the state to have a registered agent and designate the office of this agent. Ms. Burns noted this would name her as a registered agent and her office address as the registered office location.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-05 Selecting Ms. Burns as the Registered Agent and her office as the Registered Office, was approved.

**D. Resolution 2022-06 Appointing Interim District Engineer**

Ms. Burns noted these could be taken together and stated this would appoint Dewberry as the Interim District Engineer.

**E. Consideration of Interim District Engineering Agreement**

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-06 Appointing Dewberry Engineering as the Interim District Engineer, and Approving the District Engineering Agreement, was approved.

**F. Consideration of Proposal to Provide Professional Consulting Services as Interim Engineer from Dewberry**

Ms. Burns stated this authorization for Dewberry to provide services.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Proposal to Provide Professional Counseling Services For Engineering from Dewberry, was approved.

**G. Request Authorization to Issue RFQ for Engineering Services**

Ms. Burns stated Dewberry will remain the interim engineer until the District is ready to go through the RFQ process.

> On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Authorization To Allow Staff to Issue RFQ for Engineering Services, was approved.

**FOURTH ORDER OF BUSINESS** **Designation of Meetings and Hearing Dates**

**A. Consideration of Resolution 2022-07 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2022/2022**

Ms. Burns stated the District is required to develop a meeting schedule. She noted this is being revised in her office and suggested the 4th Wednesday at 10:15 a.m.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-07 Designating the Regular Monthly Meeting Date for the Fourth Wednesday of the Month at 10:15 a.m. at same location, was approved.

**B. Consideration of Resolution 2022-08 Designation of Landowner's Meeting Date, Time, and Location**

Ms. Burns recommended that the Landowner meeting be held on August 24, 2022 at 10:15 a.m. at the same location

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2022-08 Designation of Landowner's Meeting for August 24, 2022 at 10:15 a.m., at same location, was approved.

**C. Designation of Dates of Public Hearing to Adopt Rules of Procedure in accordance with Section 120.54, Florida Statutes**

**1. Consideration of Resolution 2022-09 Setting a Public Hearing to Consider the Proposed Rules of the District**

**a. Rules of Procedure**

Ms. Burns noted the Rules of Procedure were included in the agenda package. She suggested the public hearing be August 24, 2022 at 10:15 a.m. at the same location.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2022-09 Setting the Public Hearing for August 24, 2022 at 10:15 a.m., was approved.

**D. Designation of Dates of Public Hearing on the Budgets for Fiscal Year 2022 and 2023**

**1. Consideration of Resolution 2022-10 Setting the Public Hearing and Approving the Proposed Fiscal Year 2021/2022 and 2022/2023 Budgets**

Ms. Burns noted this was included in the package. She suggested the meeting be set for September 28, 2022 at 10:15 a.m. at the same location. She noted this budget contains July, August, and September, and includes some field expenses. She added the budget is Developer funded.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-10 Setting the Public Hearing for September 28, 2022 at 10:15 a.m. at the same location and Approving the Proposed Budget for Fiscal Years 2022 and 2023 Budgets, was approved.

**2. Approval of the Fiscal Year 2021/2022 and 2022/2023 Developer Funding Agreement**

Ms. Burns presented the Budget Funding Agreement with GLK. They agree to fund on the 2022 – 2022 budget that was just approved. She noted it includes operations and maintenance.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Fiscal Year 2022 and 2023 Developer Funding Agreement, was approved.

**E. Resolution 2022-11 Setting Date of Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632, Florida Statutes**

Ms. Burns noted this outlines the District's process to collect assessments using the Polk County tax bill when we are ready to do so. She suggested the public hearing for August 24, 2022 at 10:15a.m. in the same location.

> On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2022-11 Setting the Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632, Florida Statutes, was approved.

**FIFTH ORDER OF BUSINESS Other Organizational Matters**

**A. Resolution 2022-12 Designating a Qualified Public Depository**

Ms. Burns stated that this would appoint the depository as Truist, is used at all of the Districts.

**Mr. Heath joined the meeting at this point. Ms. Burns performed the Oath of Office.*

> On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, Resolution 2022-12 Designating Truist Bank as the District Depository, was approved.

**B. Resolution 2022-13 Authorization of Bank Account Signatories**

Ms. Burns asked that the signatories be herself, George Flint, and Katie Costa.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-13 Authorizing Jill Burns, George Flint and Katie Costa as Bank Account Signatories, was approved.

**C. Consideration of Resolution 2022-14 Relating to Defense of Board Members**

Ms. Burns noted that this resolution outlines legal support to Board members and staff as outlined in the resolution when acting in their capacity as Board members.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-14, Relating to Defense of Board Members, was approved.

**D. Consideration of Resolution 2022-15 Authorizing the District Counsel to Record in the Property Records of Polk County the "Notice of Establishment" in in accordance with Chapter 190.0485, Florida Statutes**

**1. Notice of Establishment**

Ms. Burns reported that this is a statutory requirement.

> On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2022-15 Authorizing District Counsel to Record in the Property Records of Polk County the Notice of Establishment in Accordance with Chapter 190.0485, Florida Statutes, was approved.

**E. Consideration of Resolution 2022-16 Adopting Investment Guidelines**

Ms. Burns stated was included in the package and this an alternative investment guideline for investment of public funds that are in excess of the amounts needed to make current operating expenses. She explained the four options.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-16 Adopting Alternative Investment Guidelines, was approved.

**F. Consideration of Resolution 2022-17 Authorizing Execution of Public Depositor Report**

Ms. Burns reported that this authorizes the District Manager or Treasurer to file the report with the Treasurer of the State of Florida. The Board had no questions.

> On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2022-17 Authorizing Execution of Public Depositor Report, was approved.

**G. Consideration of Resolution 2022-18 Designating a Policy for Public Comment**

Ms. Burns stated that this resolution sets forth guidelines and rules to govern public comment at public meetings. Florida Statute required that members be given a reasonable opportunity to be heard on any proposition.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-18 Designating a Policy for Public Comment, was approved.

**H. Consideration of Resolution 2022-19 Adopting a Travel and Reimbursement Policy**

Ms. Burns stated that the Florida statutes establish travel reimbursement rates, applicable to all public officers, employees, and authorized persons who are authorized to travel on behalf of a public agency, and this adopts those rates. The Board had no questions.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-19 Adopting a Travel and Reimbursement Policy, was approved.

**I. Consideration of Resolution 2022-20 Adopting Prompt Payment Policy**

Ms. Burns noted Florida statutes require timely payment to vendors and contractors and this policy outlines the terms attached as Exhibit 'A'.

> On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2022-20 Adopting Prompt Payment Policy, was approved.

**J. Consideration of Resolution 2022-21 Adopting a Records Retention Policy**

Ms. Burns stated that Resolution 2022-21 provides two options for retaining records and they recommend option one allowing staff to dispose of records as needed by the statutory schedule and the Board agreed. She suggested the Board adopt Option 1.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor Resolution 2022-21 Adopting a Records Retention Policy of Option 1, was approved.

**K. Consideration of Compensation to Board Members**

Ms. Burns reviewed the subject of Board compensation of $200 per meeting. All Supervisors elected to receive compensation.

**L. Resolution 2022-22 Selecting District Records Office Within Polk County**

Ms. Burns stated the District Office would be 346 E. Central Avenue, Winter Haven, Florida.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor Resolution 2022-22 Selecting District Records Office Within Polk County as 346 E. Central Avenue, Winter Haven, FL., was approved.

**M. Resolution 2022-23 Designating the Primary Administrative Office and Principal Headquarters of the District**

Ms. Burns stated the Primary Administrative Office would be GMS's office in Orlando at 219 East Livingston Street. The principal headquarters for establishing a venue would be 346 E. Central Avenue.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-23 Designating the Primary Administrative Office as the GMS office in Orlando at 219 E. Livingston St., Orlando, Fl 32801 and the Principal Headquarters of the District as 346 E. Central Avenue, Winter Haven, FL 33880, was approved.

**N. Consideration of Website Services Agreement**

Ms. Burns stated this agreement would be with ReAlign Web Design and noted the fee for $1,750 is a one-time fee.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Agreement with ReAlign Web Design for $1,750, was approved.

**O. Authorization to Prepare Public Facilities Report in Accordance with Chapter 189.08 Florida Statutes to Coincide with Special District Filing Date of August 1st for Polk County**

Ms. Burns stated this will authorize staff to prepare a Public Facilities Report to be filed in Polk County.

> On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Authorization for staff to prepare a Public Facilities Report in Accordance with Chapter 189.08 Florida Statutes to Coincide with Special District Filing in Polk County, was approved.

**SIXTH ORDER OF BUSINESS** **Capital Improvements**

**A. Appointment of Financing Team**

Ms. Burns noted this appoints a financing team.

**1. Consideration of Resolution 2022-24 Appointing Bond Counsel**

Ms. Burns noted this would be for Greenberg Traurig as Bond Counsel and the agreement is in the packet. Ms. Bligh was present via phone. Ms. Bligh clarified the current fee for the Board.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-24, Appointing Bond Counsel as Greenberg Traurig, was approved.

**2. Consideration of Resolution 2022-25 Appointing an Investment Banker**

Ms. Burns noted FMS Bond Specialist would be the investment banker.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-25, Appointing an Investment Banker as FMS Bond Specialist, was approved.

**3. Assessment Administrator**

Ms. Burns noted this would be with GMS and has been previously approved. She added the fee is included in the GMS contract already approved.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Assessment Administrator as GMS, was approved.

**4. Trustee**

Ms. Burns noted this proposal in the packet is with US Bank.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Trustee as US Bank, was approved.

**5. Approval of Financing Team Funding Agreement**

Ms. Burns explained that under the terms of this agreement any funds provided as part of this agreement would be reimbursed under the future bond issuance.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Financing Team Funding Agreement, was approved.

**SEVENTH ORDER OF BUSINESS Financing Matters**

**A. Consideration of Engineer's Report**

The District Engineer gave an overview of his report. She noted the final lot count with 753 acres and is expected to consist of 3,732 residential lots including 20' townhome lots and 40' and 50' single family residential lots. She added it was her professional opinion that the public infrastructure is reasonable to complete the construction of the public infrastructure improvements. She was asked to review the costs chart and stated the total costs is estimated at $140,071,749.34. It was stated the specifics of what was included, and she added they were reasonable costs. She was asked to send that out the final report to everyone without the draft stamp. Ms. Burns noted she would make the change on the size of the townhome lots. There were comments on the probable costs table to be added.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Engineer's Report, was approved as amended.

**B. Consideration of Assessment Methodology**

Ms. Burns reviewed the Master Assessment Methodology report. She noted this allocated the debt to the properties based on the benefits received and will be supplemented with one or more methodologies that will reflect the actual terms and conditions when bonds are issued. She reviewed each table. Table 1 will reflect 308 townhomes lots and 2,185 single family 40' lots and 1,239 single family 50, lots for a total of 3,732 units within the Crosswinds East. She added the townhomes have an ERU of .75, single family 40' at .8, and single family 50' is a 1. Table 2 reflects the costs estimates at $140,071,549. Table 3 reflects the bond sizing of $169,485,000. Table 4 shows the improvement cost of each product types. Table 5 shows the par debt per unit

for the townhomes it is $39,501.00, for the single family 40' it is $42,134.00, and the single family 50' is $52,668.00. Table 6 reflects the gross annual assessment is $3,510.28, the single 40' is $3,744.30, and the single family 50' is $4,680.34. Table 7 shows the updated legal description and preliminary assessment roll. Ms. Burns stated the benefit received by the parcels is equal to or exceeds the burden placed on the parcels by the assessment amounts and that in her professional opinion that the assessments are fairly and reasonable apportioned across the product types.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Assessment Methodology, was approved as amended.

**C. Consideration of Resolution 2022-26 Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings**

Ms. Bligh presented the resolution and noted it authorizes the issuance of a not to exceed of $150,000,000 in aggregate principal amount bonds for the District. She noted that the bonds are required to be secured by a trust agreement. The Master Indenture is attached, and this resolution authorizes its execution and delivery. Ms. Blight noted they will provide the District with a slip page reflecting the probable costs table for the Engineers Report dated July 12, 2022. US Bank Trust Company will be the Trustee. All bonds after 5 years must be validated and under Section 8 the District is authorizing District Counsel and Bond Counsel to proceed with filings of validation. Ms. Burns noted the amounts needed to be changed to $170,000,000.

> On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-26 as amended, Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings, was approved as amended.

**D. Consideration of Resolution 2022-27, Declaring Special Assessments and Approval of Assessment Methodology**

Ms. Burns noted that the assessments are included in the packet. The cost estimates are included with updated amounts.

> On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, Resolution 2022-27, Declaring Special Assessment and Approval of Assessment Methodology, was approved.

**E. Consideration of Resolution 2022-28 Setting a Public Hearing for Special Assessments**

Ms. Burns suggested August 24, 2022 at 10:15 a.m. at the same location. Mailed notices will be completed.

> On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2022-28, Setting a Public Hearing for Special Assessments for August 24, 2022 at 10:15 a.m., was approved.

**EIGHTH ORDER OF BUSINESS Other Business**

**A. Consideration of Resolution 2022-29 Authorizing the Disbursement of Funds**

Ms. Burns presented the resolution which outlines and authorizes the Chair and Manager to approve continual or non-continual expenses outside of a meeting.

> On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, Resolution 2022-29 Authorizing the Disbursement of Funds, was approved.

**B. Consideration of Resolution 2022-30 Granting the Chairperson and Vice Chairperson the Authority to Execute Plats and Documents Related to the Development of the District's Improvements**

Ms. Burns stated this authorizes the Chair and Vice Chair to execute plats and other documents.

> On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2022-30 Granting the Chairperson and Vice Chairperson Authority to Execute Plats and Documents Related to the Development of the District's Improvements, was approved.

**C. Consideration of Resolution 2022-31 Direct Purchase Resolution**

Ms. Burns noted this allows the District to directly purchase construction materials since they are tax exempt. She added this is in the packet and names the District Engineer or the District manager as the purchasing agent.

> On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-31 Direct Purchase Resolution, was approved.

**D. Consideration of Resolution 2022-32 Authorizing the Use of Electronic Documents**

Ms. Burns presented the resolution and noted it allows DocuSign for most items.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-32 Authorizing the Use of Electronic Documents, was approved.

**E. Consideration of Resolution 2022-33 Adopting an Internal Controls Policy**

Ms. Burns presented the resolution. This is a requirement for detecting fraud and/or waste.

> On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2022-33 Adopting an Internal Controls Policy, was approved.

**F. Staff Reports**

**i. Attorney**

Mr. Van Wyk stated they would file validation.

**ii. Manager**

Ms. Burns had nothing further to report.

**G. Supervisors Requests**

There being none, the next item followed.

**H. Approval of Funding Request No. 1**

Ms. Burns noted this request was in the package for review. This is an initial startup cost for ads, public hearings, and insurance.

> On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Funding Request No. 1, was approved.

**NINTH ORDER OF BUSINESS** **Adjournment**

| |
|---|
| On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the meeting was adjourned. |

_____ _____

Secretary/Assistant Secretary Chairman/Vice Chairman

# SECTION V

# SECTION A

# SECTION 1

# Crosswinds East Community Development District

## Engineer's Report

**JULY 12, 2022**

Dewberry

**SUBMITTED BY**
Dewberry Engineers Inc.
800 North Magnolia Avenue
Suite 1000
Orlando, Florida 32803
407-843-5120

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Aerial Location Map ..... Exhibit 1
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## INTRODUCTION

Crosswinds East Community Development District (the "District" or "CDD") is located partially within unincorporated Polk County ("County"), and partially within Haines City ("City"), Florida. It is generally located east of US 17-92, south of Adair Road, and north of E Johnson Ave. The District currently contains approximately 753 acres and is expected to consist of 3,732 residential lots of various sizes for single family with recreation/amenity areas, parks, and associated infrastructure for the development.

The CDD was established under the County ordinance #2022-051, which was approved by the Board of County Commissioners on July 5, 2022. The District will own and operate the public roadways and stormwater management facilities, as well as the landscape, irrigation, signage, and recreational facilities within the development.

The master developer ("Developer") is GLK Real Estate, LLC, which is based in Winter Haven, Florida. The development is approved as a Planned Development (PD) for Residential Units to be constructed in three (3) phases. A land use summary is presented in Table 1.

Public improvements and facilities financed, acquired, and/or constructed by the District will be designed and constructed to conform to regulatory criteria from the County, Southwest Florida Water Management District (SWFWMD), and other applicable agencies with regulatory jurisdiction over the development. An overall estimate of the probable cost of the public improvements are provided in Exhibit 7 of this report.

The Capital Improvement Plan (CIP) set forth in this Engineer's Report reflects the present intentions of the District and the landowners. It should be noted that the location of the proposed facilities and improvements may be adjusted during the final design, permitting, and implementation phases. It should also be noted that these modifications are not expected to diminish the benefits to the property within the District. The District reserves the right to make reasonable adjustments to the development plan to meet applicable regulatory requirements of agencies with jurisdiction over the development while maintaining a comparable level of benefits to the lands served by the improvements. Changes and modifications are expected as changes in regulatory criteria are implemented.

Table 1 Land Use

| LAND USE | AREA (acres) |
|---|---|
| Master Stormwater System | 194.20 |
| Residential Land (Single-Family Lots) | 392.70 |
| Roadways Infrastructure & Public Facilities | 127.76 |
| Open Space/Conservation Areas/Parks | 194.20 |
| **TOTAL** | **752.59** |

Table 2 Lot Types

| LOT TYPE | UNITS |
|---|---|
| 50-ft SFR Lots | 1,239 |
| 40-ft SFR Lots | 2,185 |
| Townhome Lots | 308 |
| **TOTAL** | **3,732** |

Implementation of any proposed facilities or improvements outlined in this report requires written approval from the District's Board of Supervisors. Estimated costs outlined in this report are based on the best available information, which includes, but is not limited to, previous experience with similar projects. Actual

costs could be different than estimates because final engineering and specific field conditions, along with market factors and inflation, may affect construction costs.

All roadway improvements including sidewalks in the right-of-way and storm drainage collection systems (from the curb inlets to their connection to the stormwater ponds) within the development will be maintained by the District. Water distribution and wastewater collection systems (gravity lines, force mains, and lift stations) will be dedicated to the City of Haines City for ownership and maintenance upon completion.

## PURPOSE AND SCOPE

The purpose of this report is to provide engineering support for the funding of the proposed improvements within the District. This report will identify the proposed public infrastructure to be constructed or acquired by the District along with an Opinion of Probable Construction Costs. The District will finance, construct, acquire, operate, and maintain all or specific portions of the proposed public infrastructure.

The predominant portion of this report provides descriptions of the proposed public infrastructure improvements, determination of estimated probable construction costs, and the corresponding benefits associated with the implementation of the described improvements. Detailed site construction plans and specifications have not yet been completed and permitted for the improvements described herein. The engineer has considered and in specific instances has relied upon, the information and documentation prepared or supplied by others to prepare this Engineer's Report.

## THE DEVELOPMENT

The development will consist of 3,732 residential units and associated infrastructure. The development is a planned residential community consisting of 753 acres, located east of US 17-92, south of Adair Road, and north of E Johnson Ave. It is located partially within unincorporated Polk County and partially within Haines City. The current land use of the property is tree crops, pastureland/cropland, and other rural open lands. The development is zoned for LDR (low density residential) and A/RR (agricultural/rural residential). The development will be constructed in three (3) phases.

## CAPITAL IMPROVEMENTS

The CIP consists of public infrastructure in the development. The primary portions of the CIP will provide for stormwater pond construction, roadways built to an urban roadway typical section, water, and sewer infrastructure including a lift station, and off-site improvements (including turn lanes and extension of water and sewer mains to serve the development).

There will be stormwater structures and conveyance culverts within the CIP, which will outfall into the various on-site stormwater ponds. These structures and pond areas comprise the overall stormwater facilities of the CIP. Installation of the water distribution and wastewater collection system (including lift stations) are also included in the CIP. Below-ground installation of telecommunications and cable television will occur but will not be funded by the District. Installation of streetlights and the incremental cost of undergrounding of power within the public rights-of-way or easements will be funded by the District. The recreational areas will have connectivity via sidewalks to the other portions of the District. The recreational areas will be accessed by the public roadways and sidewalks.

## CAPITAL IMPROVEMENT PLAN COMPONENTS

The CIP for the District includes the following:

### Stormwater Management Facilities

Stormwater Management facilities consisting of storm conveyance systems and retention/detention ponds are contained within the District boundaries. Stormwater will be discharged via roadway curb and gutter and storm inlets. Storm culverts convey the runoff into the proposed retention ponds for water quality treatment

and attenuation. The proposed stormwater systems will utilize dry and wet retention for biological pollutant assimilation to achieve water quality treatment. The design criteria for the District's stormwater treatment systems are regulated by the County and SWFWMD.

Federal Emergency Management Agency Flood Insurance Rate Map (FEMA FIRM) Panel No. 12105C0240G, dated 12/22/2016, demonstrates that the property is located within Flood Zone A. The 100-year flood volumes will be compensated as required the County and FEMA.

During the construction of stormwater management facilities, utilities, and roadway improvements the contractor will be required to adhere to a Stormwater Pollution Prevention Plan (SWPPP) as required by the Florida Department of Environmental Protection (FDEP) as delegated by the Environmental Protection Agency (EPA). The SWPPP will be prepared to depict the proposed recommended locations of required erosion control measures and staked turbidity barriers specifically along the downgradient side of any proposed construction activity. The site contractor will be required to provide the necessary reporting as required by the National Pollutant Discharge Elimination System (NPDES) General Permit with erosion control, its maintenance, and any rainfall events that occur during construction activity. After construction is complete, the district will be responsible for the ownership and maintenance of the stormwater management facilities.

## Public Roadways

The proposed public roadway sections consisting of asphalt and with Miami curbs or Type F curb and gutter on both sides of 22-foot roadways with 50-foot right-of-way, 40-foot roadways (entrance streets) with 80-foot right-of-way, and 24-foot roadways with 110-foot right-of-way. The proposed roadway sections will consist of stabilized subgrade, a lime rock, crushed concrete, or cement-treated base, and asphalt type roadway wearing surface. The proposed curb is to be 2-feet wide and placed along the edge of the proposed roadway section for purposes of protecting the integrity of the pavement and to provide stormwater runoff conveyance to the proposed stormwater inlets.

The proposed roadways will also require signing and pavement markings within the public rights-of-way, as well as street signs depicting street name identifications and addressing, which will be utilized by the residents and public. As stated above, the District is anticipated to own, operate, and maintain all roadways within the District, including sidewalks in the right-of-way and storm drainage collection systems (from the curb inlets to their connection to the stormwater ponds).

## Water and Wastewater Facilities

A potable drinking water distribution system inclusive of a water main, gate valves, fire hydrants, and appurtenances will be installed. The water service provider will be the City of Haines City. The water system will be designed to provide equal distribution and redundancy. The system will be installed within the proposed public rights-of-way and will provide potable drinking water (domestic) and fire protection services to serve the entire District.

A domestic wastewater collection system inclusive of gravity sanitary sewer mains and sewer laterals will be installed. The gravity sanitary sewer mains will be a minimum of eight (8)-inch diameter PVC pipe systems. The gravity sanitary sewer lines will be placed inside of the proposed public rights-of-way, under the proposed paved roadways. Sewer laterals will branch off from these sewer lines to serve the development. Lift stations are included within the CIP. Flow from the lift station shall be connected to a proposed force main that will pump to an existing force main that will connect to the City of Haines City's wastewater treatment facility.

The City of Haines City will provide the reclaimed water to be used for all irrigation within the CDD. The reclaimed water will be funded by the District and installed onsite within the roadways to provide for irrigation within the public right-of-way and other areas determined to need irrigation. Any water, sewer, or reclaim water pipes or facilities placed on private property will not be publicly funded.

## Off-Site Improvements

The District will provide funding for the anticipated turn lanes, to be owned by Polk County, at the development entrances. The site construction activities associated with the CIP are anticipated to be completed in four years. Upon completion, the required inspections will be performed, and final certifications of completion will be obtained from the County, SWFWMD, and FDEP (water distribution and wastewater collection systems).

## Amenities and Parks

The District will provide funding for an amenity center that is open to the residents and the public, subject to the rates, rules and policies to be adopted by the District, and to include the following: parking areas, restroom facilities, pool, all-purpose playfields, and walking trails to provide connectivity to the various amenity centers within the CDD. In addition, there will be passive parks throughout the development, which will include benches and walking trails.

## Electric Utilities and Lighting

The electric distribution system thru the District is currently planned to be underground. The District presently intends to fund the incremental cost of undergrounding of the electric conduits, transformer/cabinet pads, and electric manholes required by Duke Energy, with Duke Energy providing underground electrical service to the development. The CDD presently intends to fund the cost to purchase and install the street lighting along the internal roadways within the CDD. District will retain ownership of the electric distribution system and streetlights and electrical service will be provided by Duke Energy.

## Entry Feature

Landscaping, irrigation, entry features, and walls where required as a buffer at the entrances and along the outside boundary of the development, will be provided by the District. Landscaping for the roadways will consist of sod, perennial flowers, shrubs, ground cover, and trees for the internal roadways within the CDD. Perimeter fencing will be provided at the site entrances and perimeters where required as a buffer. These items will be funded, owned, and maintained by the CDD.

## Miscellaneous

The stormwater improvements, landscaping and irrigation, recreational improvements, street lighting, and certain permits and professional fees as described in this report are being financed by the District to benefit all the developable real property within the District. The construction and maintenance of the proposed public improvements will benefit the development for the intended use as a single-family/residential planned development such that all components of the CIP are interrelated and benefit all land uses within the District.

## Permitting

Construction permits for all phases are required and include the County, City, SWFWMD ERP, and FDEP. Following is a summary of required permits obtained or pending approval for the construction of the public infrastructure improvements for the District:

Table 3 Permits/Approvals

| Permits/Approvals | Approval/Expected Date |
|---|---|
| Zoning Approval | Residential Planned Unit Development (RPUD) |
| Preliminary Plat | To be obtained |
| SWFWMD ERP | To be obtained |
| Construction Permits | To be obtained |
| FDEP Sanitary Sewer General Permit | To be obtained |
| FDEP Water Distribution General Permit | To be obtained |
| FDEP NOI | To be obtained |

## RECOMMENDATION

As previously explained within this report, the public infrastructure, as described, is necessary for the development and functional operation as required by the City and County. The site planning, engineering design, and construction plans for the infrastructure are in accordance with the applicable requirements of the City, County, SWFWMD, and FDEP. It should be noted that the infrastructure will provide its intended use and function so long as the construction and installation are in substantial conformance with the design construction plans and regulatory permits.

Items utilized in the Opinion of Probable Costs for this report are based upon the proposed plan infrastructure as shown on construction drawings incorporating specifications in the most current City, County, SWFWMD, and FDEP regulations.

## REPORT MODIFICATION

During the development and implementation of the designed public infrastructure improvements, it may be necessary to make modifications and/or deviations to the plans. However, if such deviations and/or revisions do not change the overall primary objective of the plan for such improvements, then the cost differences would not materially affect the proposed construction cost estimates.

## SUMMARY AND CONCLUSION

The improvements as outlined are necessary for the functional development of the entire project. The project is being designed in accordance with current government regulatory requirements. The project will serve its intended function provided the construction is in substantial compliance with the design. Items of construction for the project are based upon current development plans.

## ENGINEER'S CERTIFICATION

It is our professional opinion that the public infrastructure costs for the CIP provided in this report are reasonable to complete the construction of the public infrastructure improvements. Furthermore, the public infrastructure improvements will benefit and add value to lands within the District and the value is at least the same as the costs for said improvements.

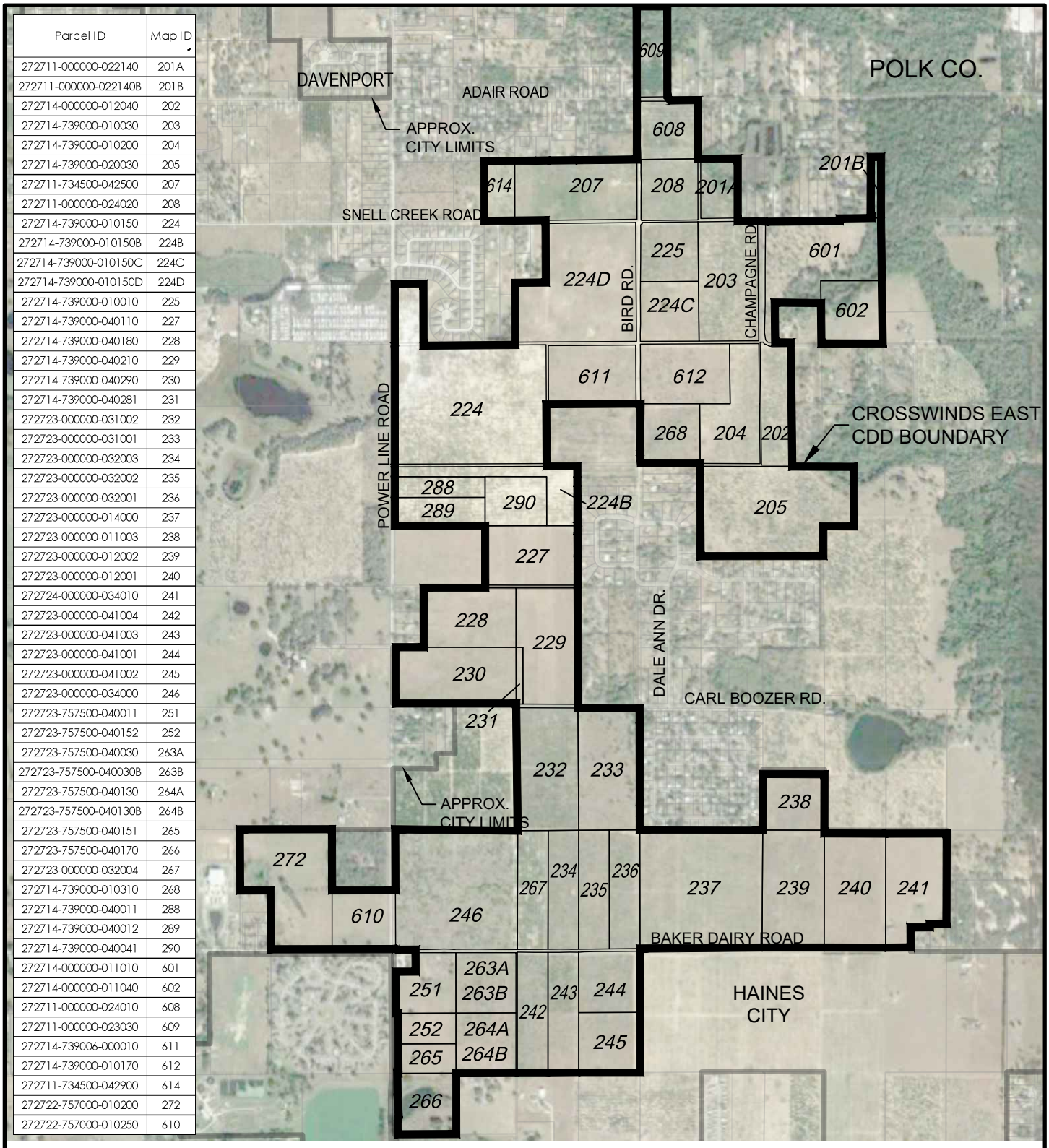
The Opinion of Probable Costs for the public infrastructure improvements is only an estimate and is not a guaranteed maximum price. The estimated costs are based upon current unit prices and on our experience with ongoing and similar projects and basis in the county. However, labor market, future costs of equipment; materials, changes to the regulatory permitting agencies' activities, and the actual construction processes employed by the chosen site contractor are beyond the engineer's control. Due to this inherent opportunity for changes (upward or downward) in the construction costs, the total, final construction cost may be more or less than this estimate.

Based upon the presumption that the CIP construction continues in a timely manner, it is our opinion that the costs of the CIP proposed represent a system of improvements benefitting all developable property located within the District, are fair and reasonable, and that the District-funded improvements are assessable improvements within the meaning of Chapter 190, F.S. We have no reason to believe that the CIP improvements cannot be constructed at the cost described in this report. We expect the improvements to be constructed or acquired by the District with bond proceeds, as indicated within this report. We believe that the District will be well served by the improvements discussed in this report.

I hereby certify that the foregoing is a true and correct copy of the engineer's report for Crosswinds East Community Development District.

Reinardo Malavé, P.E.
Florida License No. 31588

| Parcel ID | Map ID |
|---|---|
| 272711-000000-022140 | 201A |
| 272711-000000-022140B | 201B |
| 272714-000000-012040 | 202 |
| 272714-739000-010030 | 203 |
| 272714-739000-010200 | 204 |
| 272714-739000-020030 | 205 |
| 272711-734500-042500 | 207 |
| 272711-000000-024020 | 208 |
| 272714-739000-010150 | 224 |
| 272714-739000-010150B | 224B |
| 272714-739000-010150C | 224C |
| 272714-739000-010150D | 224D |
| 272714-739000-010010 | 225 |
| 272714-739000-040110 | 227 |
| 272714-739000-040180 | 228 |
| 272714-739000-040210 | 229 |
| 272714-739000-040290 | 230 |
| 272714-739000-040281 | 231 |
| 272723-000000-031002 | 232 |
| 272723-000000-031001 | 233 |
| 272723-000000-032003 | 234 |
| 272723-000000-032002 | 235 |
| 272723-000000-032001 | 236 |
| 272723-000000-014000 | 237 |
| 272723-000000-011003 | 238 |
| 272723-000000-012002 | 239 |
| 272723-000000-012001 | 240 |
| 272724-000000-034010 | 241 |
| 272723-000000-041004 | 242 |
| 272723-000000-041003 | 243 |
| 272723-000000-041001 | 244 |
| 272723-000000-041002 | 245 |
| 272723-000000-034000 | 246 |
| 272723-757500-040011 | 251 |
| 272723-757500-040152 | 252 |
| 272723-757500-040030 | 263A |
| 272723-757500-040030B | 263B |
| 272723-757500-040130 | 264A |
| 272723-757500-040130B | 264B |
| 272723-757500-040151 | 265 |
| 272723-757500-040170 | 266 |
| 272723-000000-032004 | 267 |
| 272714-739000-010310 | 268 |
| 272714-739000-040011 | 288 |
| 272714-739000-040012 | 289 |
| 272714-739000-040041 | 290 |
| 272714-000000-011010 | 601 |
| 272714-000000-011040 | 602 |
| 272711-000000-024010 | 608 |
| 272711-000000-023030 | 609 |
| 272714-739006-000010 | 611 |
| 272714-739000-010170 | 612 |
| 272711-734500-042900 | 614 |
| 272722-757000-010200 | 272 |
| 272722-757000-010250 | 610 |




LEGEND

CROSSWINDS EAST CDD

PARCELS

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 1 - LOCATION MAP
# CROSSWINDS EAST CDD

Dewberry®

N 0' 750' 1500'

DATE: May 23, 2022

CROSSWINDS EAST CDD

**272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)**
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)**
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)**
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

**Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

**Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)**
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

**PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)**
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

**PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)**
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

**PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575)** THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)**
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 1
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022

**PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)**
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

**PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

**PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)**
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

**PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)**
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)**
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)**
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)**
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 2
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022

**PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)**
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)**
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)**
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)**
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)**
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)**
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)**
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

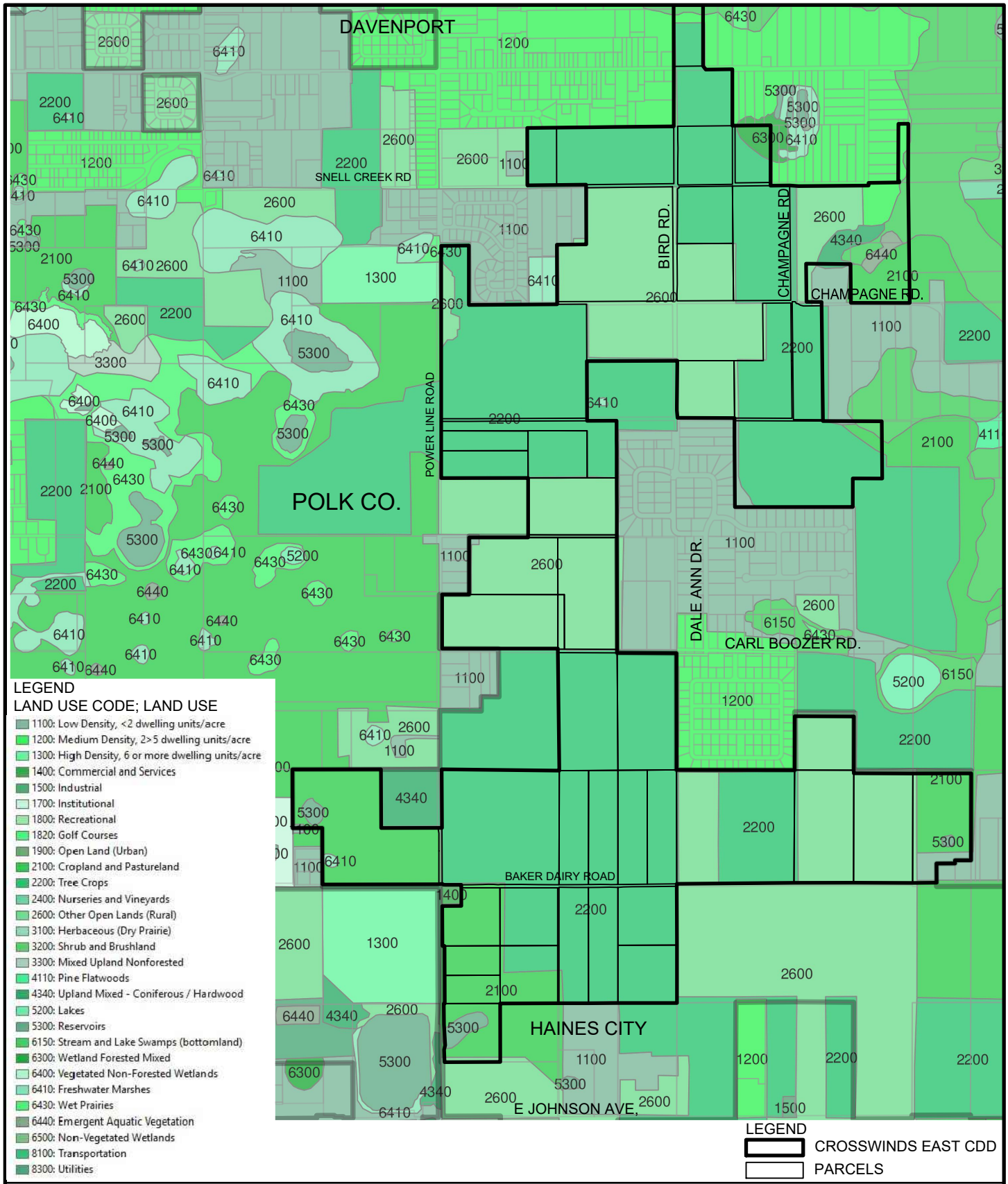
SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 3
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022




SECTS 11, 14, 22, 23 & 24,
T27S, R27E

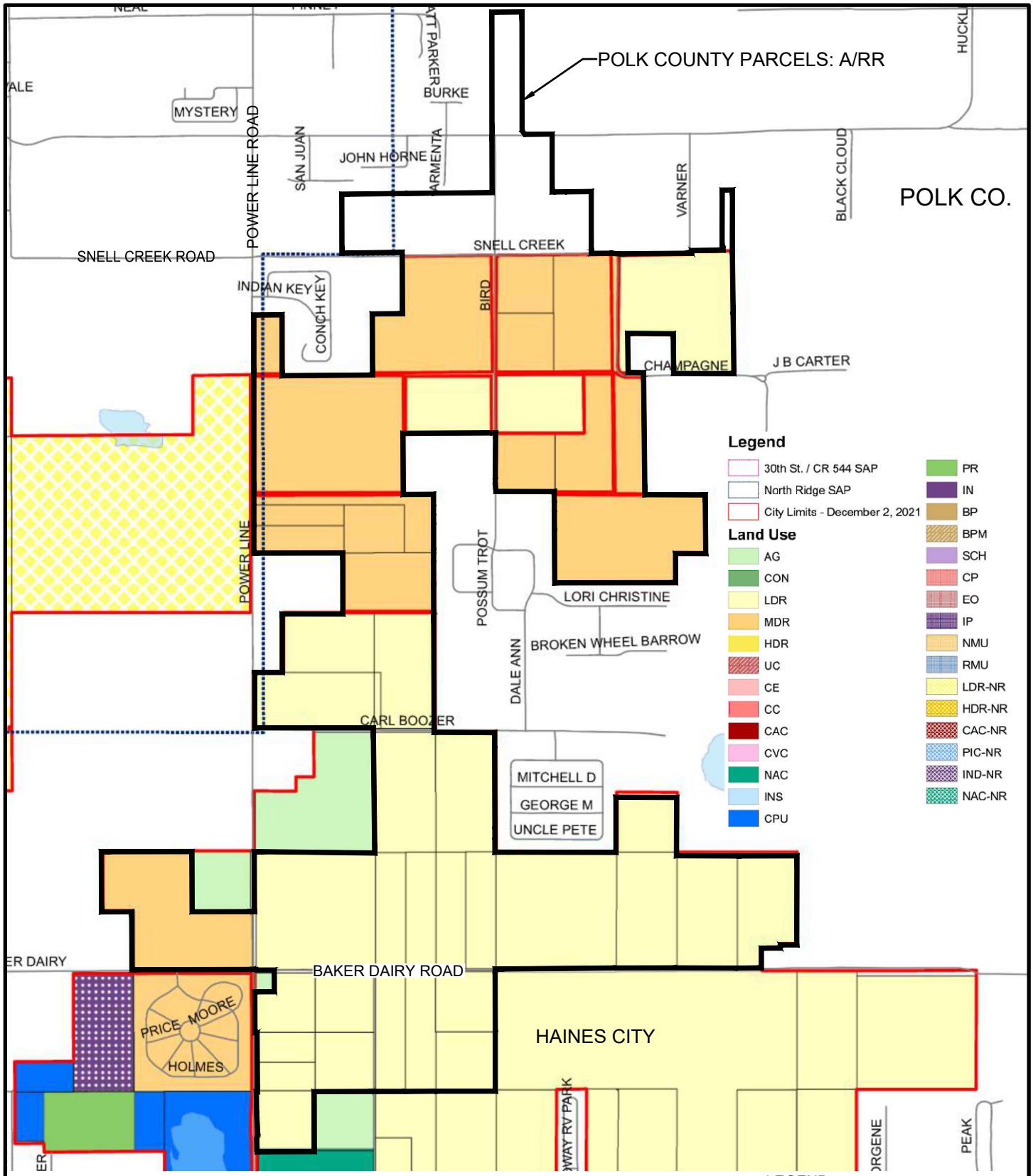
APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 4 - EXISTING LAND USE
# CROSSWINDS EAST CDD

Dewberry®

0' 750' 1500'

DATE: April 28, 2022




SECTS 11, 14, 22, 23 & 24,
T27S, R27E

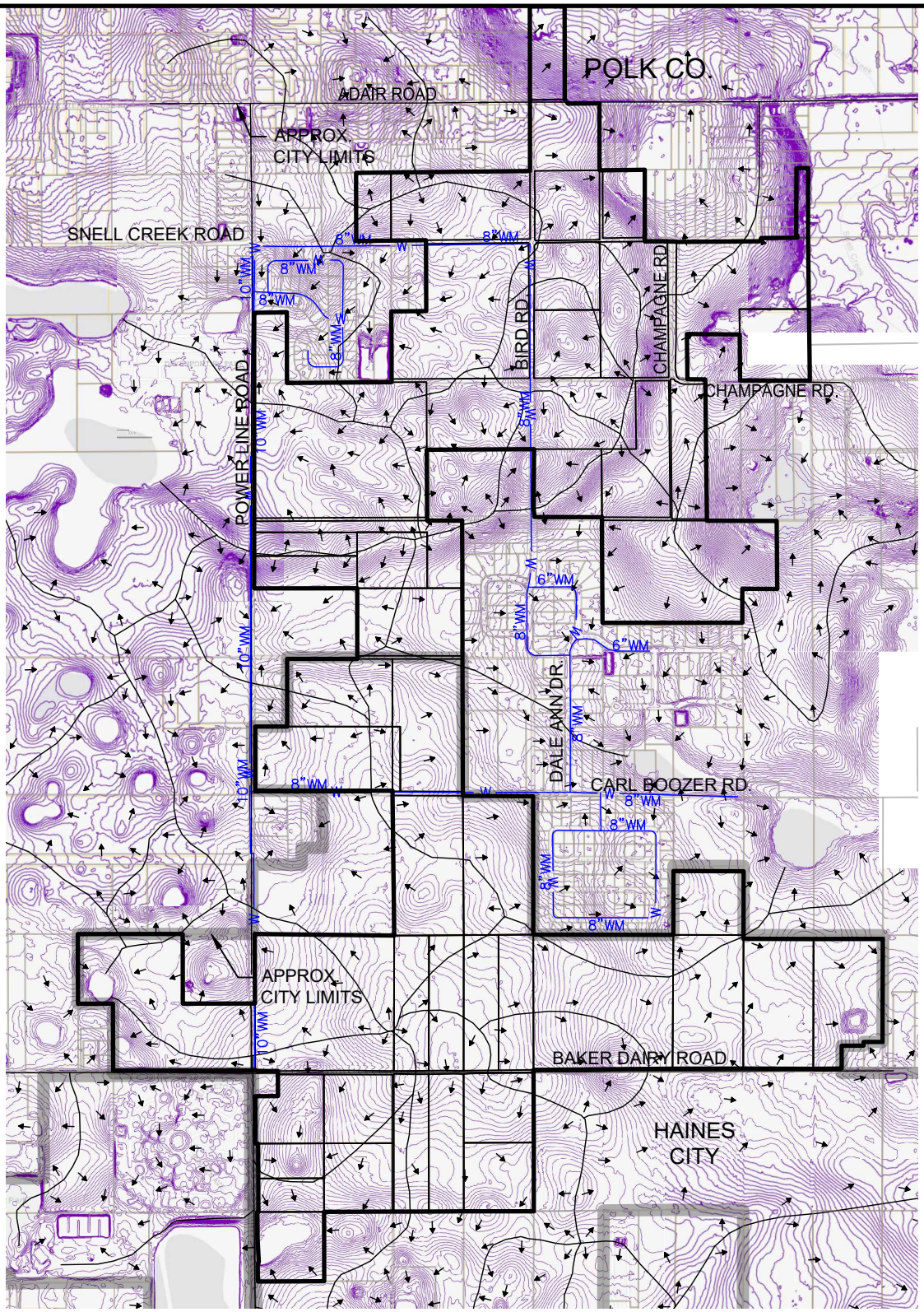
APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 5 - FUTURE LAND USE
# CROSSWINDS EAST CDD

Dewberry

N 0' 750' 1500'

DATE: May 24, 2022




NOTE:
CONTOUR INFORMATION PER POLK COUNTY LIDAR GIS DATABASE.

LEGEND

- CROSSWINDS EAST CDD
- PARCELS
- DRAINAGE AREA LIMITS
- DRAINAGE PATTERN

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# COMPOSITE EXHIBIT 6 - DRAINAGE AND UTILITIES
# CROSSWINDS EAST CDD

Dewberry

N

0' 750' 1500'

DATE: May 24, 2022

| Crosswinds East CDD East | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Phase 1 | | | Phase 2 | | | | Phase 3 | |
| Infrastructure (1) | Phase 1A | Phase 1B | Phase 1C | Phase 2A | Phase 2B | Phase 2C | Phase 2D | Phase 3 | Total 3,732 Lots |
| **Offsite Improvements** | **$3,500,128.50** | **$3,081,160.50** | **$2,243,224.50** | **$2,077,383.00** | **$907,764.00** | **$1,475,116.50** | **$2,670,921.00** | **$820,479.00** | **$ 16,776,177.00** |
| **Stormwater Management (2)(3)(6)** | **$ 4,565,385.00** | **$ 4,018,905.00** | **$ 2,925,945.00** | **$ 2,709,630.00** | **$ 1,184,040.00** | **$ 1,924,065.00** | **$ 3,483,810.00** | **$ 1,070,190.00** | **$ 21,881,970.00** |
| Mass Grading and Master Stormwater | $1,978,333.50 | $1,741,525.50 | $1,267,909.50 | $1,174,173.00 | $513,084.00 | $833,761.50 | $1,509,651.00 | $463,749.00 | |
| Roadway Drainage | $2,587,051.50 | $2,277,379.50 | $1,658,035.50 | $1,535,457.00 | $670,956.00 | $1,090,303.50 | $1,974,159.00 | $606,441.00 | |
| **Utilities (Water, Sewer, & Reuse) (5)(7)(9)(10)** | **$ 6,205,641.50** | **$ 4,956,649.50** | **$ 3,608,665.50** | **$ 3,916,877.00** | **$ 1,460,316.00** | **$ 2,948,013.50** | **$ 4,296,699.00** | **$ 1,319,901.00** | **$ 28,712,763.00** |
| Water | $1,673,974.50 | $1,473,598.50 | $1,072,846.50 | $993,531.00 | $434,148.00 | $705,490.50 | $1,277,397.00 | $392,403.00 | |
| Reuse | $1,369,615.50 | $1,205,671.50 | $877,783.50 | $812,889.00 | $355,212.00 | $577,219.50 | $1,045,143.00 | $321,057.00 | |
| Gravity Sewer | $2,587,051.50 | $2,277,379.50 | $1,658,035.50 | $1,535,457.00 | $670,956.00 | $1,090,303.50 | $1,974,159.00 | $606,441.00 | |
| Lift Station & Forcemains | $575,000.00 | $ - | $ - | $575,000.00 | $ - | $575,000.00 | $ - | $ - | |
| **Electrical - Undergrounding System Only (5)(7)(9)(10)** | **$ 1,553,638.50** | **$ 1,772,690.50** | **$ 1,334,494.50** | **$ 1,009,263.00** | **$ 208,104.00** | **$ 852,506.50** | **$ 1,466,181.00** | **$ 465,819.00** | **$ 8,662,697.00** |
| Street Lighting | $456,538.50 | $401,890.50 | $292,594.50 | $270,963.00 | $118,404.00 | $192,406.50 | $348,381.00 | $107,019.00 | |
| Electrical Distribution (Underground conduits only) | $1,097,100.00 | $1,370,800.00 | $1,041,900.00 | $738,300.00 | $89,700.00 | $660,100.00 | $1,117,800.00 | $358,800.00 | |
| **Roadway (4)(5)(7)(10)** | **$5,250,192.75** | **$4,621,740.75** | **$3,364,836.75** | **$3,116,074.50** | **$1,361,646.00** | **$2,212,674.75** | **$4,006,381.50** | **$1,230,718.50** | **$ 25,164,265.50** |
| **Entry Feature (7)(8)(9)(10)** | **$287,500.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$287,500.00** | **$ 1,437,500.00** |
| **Parks and Amenities (7)(10)** | **$1,371,375.00** | **$1,713,500.00** | **$1,302,375.00** | **$922,875.00** | **$112,125.00** | **$825,125.00** | **$1,397,250.00** | **$448,500.00** | **$ 8,093,125.00** |
| | | | | | | | | | |
| **SUBTOTAL CONSTRUCTION** | **$ 22,733,861.25** | **$ 20,308,396.25** | **$ 14,923,291.25** | **$ 13,895,852.50** | **$ 5,377,745.00** | **$ 10,381,251.25** | **$ 17,464,992.50** | **$ 5,643,107.50** | **$ 110,728,497.50** |
| | | | | | | | | | |
| **General Consulting (Engr & Legal) @ 10%** | **$ 2,273,386.13** | **$ 2,030,839.63** | **$ 1,492,329.13** | **$ 1,389,585.25** | **$ 537,774.50** | **$ 1,038,125.13** | **$ 1,746,499.25** | **$ 564,310.75** | **$ 11,072,849.75** |
| | | | | | | | | | |
| **Contingency @ 15%** | **$ 3,751,087.11** | **$ 3,350,885.38** | **$ 2,462,343.06** | **$ 2,292,815.66** | **$ 887,327.93** | **$ 1,712,906.46** | **$ 2,881,723.76** | **$ 931,112.74** | **$ 18,270,202.09** |
| | | | | | | | | | |
| **TOTAL** | **$ 28,758,334.48** | **$ 25,690,121.26** | **$ 18,877,963.43** | **$ 17,578,253.41** | **$ 6,802,847.43** | **$ 13,132,282.83** | **$ 22,093,215.51** | **$ 7,138,530.99** | **$ 140,071,549.34** |

**DATE: 5/5/2022**
**UPDATED: 7/12/2022**

(1) Infrastructure consists of public roadway improvements, Stormwater management facilities, master sanitary sewer lift station and utilities, entry feature, landscaping and signage, and public neighborhood parks, all of which will be located on land owned by or subject to a permanent easement in favor of the District or another governmental entity.

(2) Excludes grading of each lot in conjunction with home construction, which will be provided by home builder. Does not include the cost of transportation of fill for use of private lots.

(3) Includes stormwater pond excavation.
(4) Includes sub-grade, base, asphalt paving, curbing, and civil/site engineering.
(5) Includes subdivision infrastructure and civil/site engineering.
(6) Stormwater does not include grading associated with building pads.
(7) Estimates are based on 2022 cost.
(8) Includes entry features, signage, hardscape, landscape, irrigation and buffer fencing.

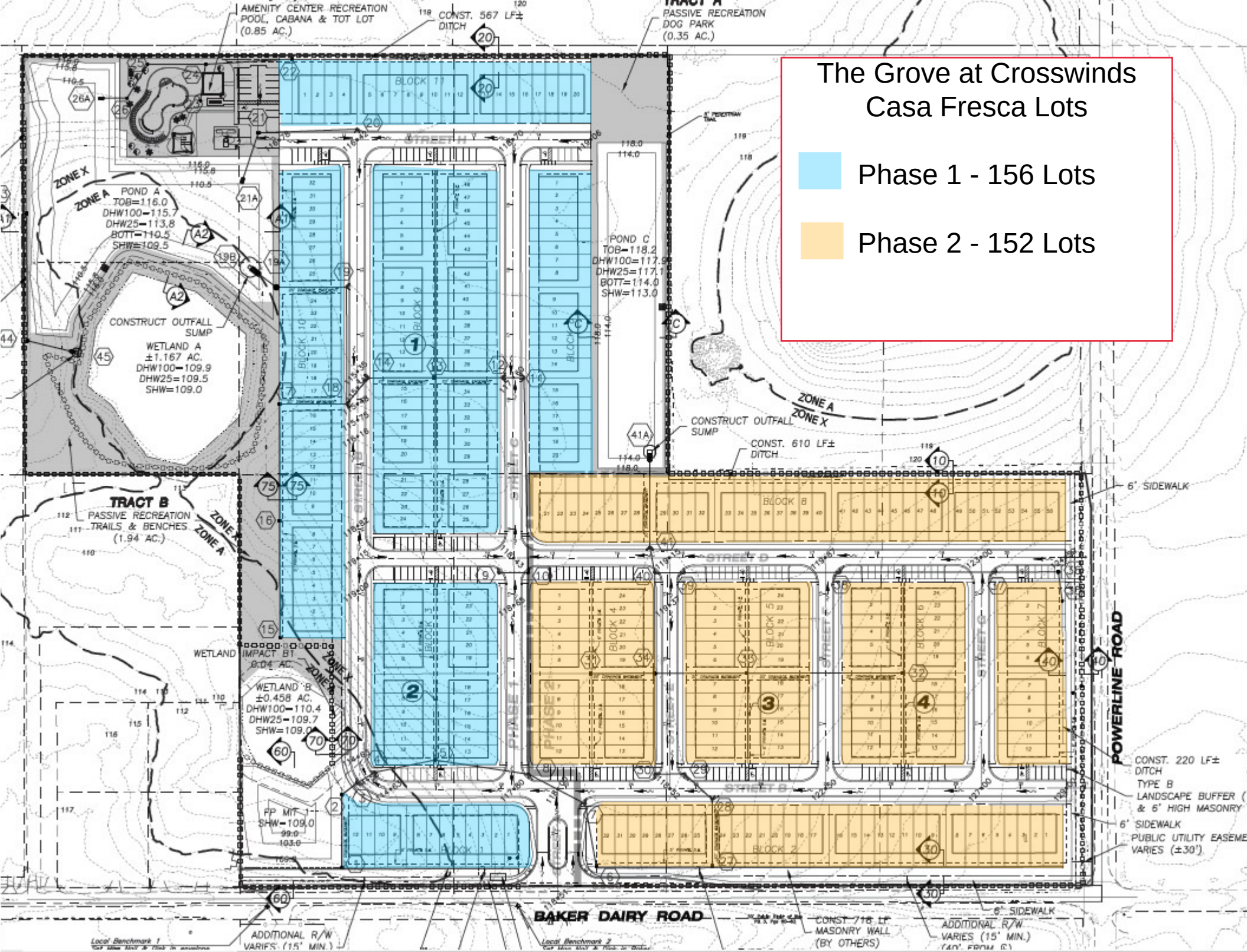
(9) CDD will enter into a Lighting Agreement with Duke Energy for the lighting service. Includes only the incremental cost of undergrounding and installation of streetlights.

(10) The costs associated with the infrastructure are a master cost and is effectively shared by the entire project (all phases).

**Composite Exhibit 7 - Crosswinds East CDD**
**Summary of Proposed District Facilities and Summary of Probable Cost**

| District Infrastructure | Construction | Ownership | Capital Financing* | Operation and Maintenance |
|---|---|---|---|---|
| Entry Feature & Signage | District | District | District Bonds | District |
| Stormwater Facilities | District | District | District Bonds | District |
| Lift Stations/Water/Sewer | District | Haines City | District Bonds | Haines City |
| Street Lighting/Conduit | District | Duke/District** | District Bonds | Duke/District*** |
| Road Construction | District | District | District Bonds | District |
| Parks & Amenities | District | District | District Bonds | District |
| Offsite Improvements | District | Haines City | District Bonds | Haines City |

*Costs not funded by bonds will be funded by the developer
** District will fund undergrounding of electrical conduit
***District will fund street lighting maintenance services


The Grove at Crosswinds
Casa Fresca Lots
Phase 1 - 156 Lots
Phase 2 - 152 Lots
AMENITY CENTER RECREATION
POOL, CABANA & TOT LOT
(0.85 AC.)
CONST. 567 LF±
DITCH
TRACT A
PASSIVE RECREATION
DOG PARK
(0.35 AC.)
STREET H
POND A
TOB=116.0
DHW100=115.7
DHW25=113.8
BOTT=110.5
SHW=109.5
ZONE X
ZONE A
CONSTRUCT OUTFALL
SUMP
WETLAND A
±1.167 AC.
DHW100=109.9
DHW25=109.5
SHW=109.0
POND C
TOB=118.2
DHW100=117.9
DHW25=117.1
BOTT=114.0
SHW=113.0
CONSTRUCT OUTFALL
SUMP
CONST. 610 LF±
DITCH
TRACT B
PASSIVE RECREATION
TRAILS & BENCHES
(1.94 AC.)
WETLAND IMPACT B1
0.04 AC.
WETLAND B
±0.458 AC.
DHW100=110.4
DHW25=109.7
SHW=109.0
FP MIT 1
SHW=109.0
BLOCK 17
BLOCK 9
BLOCK 10
BLOCK 8
BLOCK 3
BLOCK 4
BLOCK 5
BLOCK 6
BLOCK 7
BLOCK 2
BLOCK 1
STREET D
STREET B
STREET C
STREET E
STREET G
PHASE 1
PHASE 2
6' SIDEWALK
POWERLINE ROAD
CONST. 220 LF±
DITCH
TYPE B
LANDSCAPE BUFFER (
& 6' HIGH MASONRY
6' SIDEWALK
PUBLIC UTILITY EASEME
VARIES (±30')
BAKER DAIRY ROAD
ADDITIONAL R/W
VARIES (15' MIN.)
CONST. 718 LF
MASONRY WALL
(BY OTHERS)
6' SIDEWALK
ADDITIONAL R/W
VARIES (15' MIN.)
(40' FROM C)
Local Benchmark 1
Local Benchmark 2

# SECTION 2

# MASTER

## ASSESSMENT METHODOLOGY

**FOR**

**CROSSWINDS EAST**

**COMMUNITY DEVELOPMENT DISTRICT**

**Date: July 13, 2022**

**Prepared by**

**Governmental Management Services – Central Florida, LLC**
**219 E. Livingston Street**
**Orlando, FL 32801**

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

# 1.0 Introduction

The Crosswinds East Community Development District is a local unit of special-purpose government organized and existing under Chapter 190, Florida Statutes, as amended (the "District"). The District plans to issue up to $169,485,000 of tax exempt bonds in one or more series (the "Bonds") for the purpose of financing certain infrastructure improvements within the District, more specifically described in the Master Engineer's Report dated July 12, 2022 prepared by Dewberry Engineers, Inc. as may be amended and supplemented from time to time (the "Engineer's Report"). The District anticipates the construction of public infrastructure improvements consisting of improvements that benefit property owners within the District.

## 1.1 Purpose

This Master Assessment Methodology Report (the "Assessment Report") provides for an assessment methodology for allocating the debt to be incurred by the District to benefiting properties within the District. This Assessment Report allocates the debt to properties based on the special benefits each receives from the District's capital improvement plan ("CIP"). This Assessment Report will be supplemented with one or more supplemental methodology reports to reflect the actual terms and conditions at the time of the issuance of each series of Bonds. This Assessment Report is designed to conform to the requirements of Chapters 190, 197 and 170, Florida Statutes with respect to special assessments and is consistent with our understanding of case law on this subject.

The District intends to impose non ad valorem special assessments on the benefited lands within the District based on this Assessment Report. It is anticipated that all of the proposed special assessments will be collected through the Uniform Method of Collection described in Section 197.3632, Florida Statutes or any other legal means of collection available to the District. It is not the intent of this Assessment Report to address any other assessments, if applicable, that may be levied by the District, a homeowner's association, or any other unit of government.

## 1.2 Background

The District currently includes approximately 752.59 acres located within unincorporated Polk County, Florida. The development program currently envisions 3,732 residential units (herein the "Development"). The proposed Development program is depicted in Table 1. It is recognized that such land use plan may change, and this Assessment Report will be modified accordingly.

The public improvements contemplated by the District in the CIP will provide facilities that benefit certain property within the District. The CIP is delineated in the Engineer's Report. Specifically, the District will construct and/or acquire certain offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. The CIP estimated acquisition and construction costs are summarized in Table 2.

The assessment methodology is a four-step process.

1. The District Engineer must first determine the public infrastructure improvements that may be provided by the District and the costs to implement the CIP.
2. The District Engineer determines the assessable acres that benefit from the District's CIP.
3. A calculation is made to determine the funding amounts necessary to acquire and/or construct CIP.
4. This amount is initially divided equally among the benefited properties on a prorated gross acreage basis. Ultimately, as land is platted, site planned, or subjected to a declaration of condominiums, this amount will be assigned to each of the benefited properties based on an ERU basis.

## 1.3 Special Benefits and General Benefits

Improvements undertaken by the District create special and peculiar benefits to the assessable property, different in kind and degree than general benefits, for properties outside it's borders as well as general benefits to the public at large.

However, as discussed within this Assessment Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits, which accrue to the assessable property within the District. The implementation of the CIP enables properties within its boundaries to be developed. Without the District's CIP, there would be no infrastructure to support development of land within the District. Without these improvements, the proposed Development of the property within the District would be prohibited by law.

There is no doubt that the general public and property owners outside the District will benefit from the provision of the District's CIP. However, these benefits will be incidental to the District's CIP, which is designed solely to meet the needs of property within the District. Properties outside the District boundaries do not depend upon the District's CIP. The property owners within the District are therefore receiving special benefits not received by those outside the District's boundaries.

## 1.4 Requirements of a Valid Assessment Methodology

There are two requirements under Florida law for a valid special assessment:

1) The properties must receive a special benefit from the improvements being paid for.
2) The assessments must be fairly and reasonably allocated to the properties being assessed.

Florida law provides for a wide application of special assessments that meet these two requirements for valid special assessments.

## 1.5 Special Benefits Exceed the Costs Allocated

The special benefits provided to the property owners within the District are greater than the costs associated with providing these benefits. The District Engineer estimates that the District's CIP that is necessary to support full development of property will cost approximately $140,071,549. The District's Underwriter projects that financing costs required to fund the infrastructure improvements, including project costs, the cost of issuance of the Bonds, the funding of debt service reserves and capitalized interest, will be approximately $169,485,000. Additionally, funding required to complete the CIP which is not financed with Bonds will be funded by GLK Real Estate, LLC or a related entity (the "Developer"). Without the CIP, the property would not be able to be developed per the Development program and occupied by future residents of the community.

# 2.0 Assessment Methodology

## 2.1 Overview

The District is planning to issue up to $169,485,000 in Bonds, in one or more series to fund the District's CIP, provide for capitalized interest, a debt service reserve account and cost of issuance. It is the purpose of this Assessment Report to allocate the $169,485,000 in debt to the properties benefiting from the CIP.

Table 1 identifies the proposed land uses as identified by the Developer and current landowners of the land within the District . The District has relied on the Engineer's Report to develop the costs of the CIP needed to support the Development, these construction costs are outlined in Table 2. The improvements needed to support the Development are described in detail in the Engineer's Report and are estimated to cost $140,071,549. Based on the estimated costs, the size of the bond issue under current market conditions needed to generate funds to pay for the CIP and related costs was determined by the District's Underwriter to total approximately $169,485,000. Table 3 shows the breakdown of the bond sizing.

## 2.2 Allocation of Debt

Allocation of debt is a continuous process until the Development plan is completed. The CIP funded by District Bonds benefits all developable acres within the District.

The initial assessments will be levied on an equal per acre basis to all acres within the District. A fair and reasonable methodology allocates the debt incurred by the District proportionately to the properties receiving the special benefits. At this point all of the lands within the District are benefiting equally from the improvements.

Once platting, site planning, or the recording of declaration of condominium, ("Assigned Properties") has begun, the assessments will be allocated to the Assigned Properties based on the benefits they receive. The Unassigned Properties, defined as property that has not been platted, assigned development rights or subjected to a declaration of condominium, will continue to be assessed on a per acre basis ("Unassigned Properties"). Eventually the Development plan will be completed and the debt relating to the Bonds will be allocated to the planned 3,732 residential units within the District, which are the beneficiaries of the CIP, as depicted in Table 5 and Table 6. If there are changes to the Development plan, a true up of the assessment will be calculated to determine if a debt reduction or true-up payment from the Developer is required. The process is outlined in Section 3.0

The assignment of debt in this Assessment Report sets forth the process by which debt is apportioned. As mentioned herein, this Assessment Report will be supplemented from time to time.

## 2.3 Allocation of Benefit

The CIP consists of offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. There are ***three*** residential product types within the planned Development. The single family 50′ home has been set as the base unit and has been assigned one equivalent residential unit ("ERU"). Table 4 shows the allocation of the CIP costs and Bond debt to the particular land uses. It is important to note that the benefit derived from the improvements on the particular units exceeds the cost that the units will be paying for such benefits.

## 2.4 Lienability Test: Special and Peculiar Benefit to the Property

Construction and/or acquisition by the District of its proposed CIP will provide offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. These improvements accrue in differing amounts and

are somewhat dependent on the type of land use receiving the special benefits peculiar to those properties, which flow from the logical relationship of the improvements to the properties.

Once these determinations are made, they are reviewed in the light of the special benefits peculiar to the property, which flow to the properties as a result of their logical connection from the improvements actually provided.

For the provision of CIP, the special and peculiar benefits are:

1) the added use of the property,
2) added enjoyment of the property, and
3) the probability of increased marketability and value of the property.

These special and peculiar benefits are real and ascertainable, but are not yet capable of being calculated as to value with mathematical certainty. However, each is more valuable than either the cost of, or the actual non-ad valorem special assessment levied for the improvement or the debt as allocated.

## 2.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay Non-Ad Valorem Assessments

A reasonable estimate of the proportion of special and peculiar benefits received from the public improvements described in the Engineer's Report is delineated in Table 5 (expressed as Allocation of Par Debt per Product Type).

The determination has been made that the duty to pay the non-ad valorem special assessments is fairly and reasonably apportioned because the special and peculiar benefits to the property derived from the acquisition and/or construction of the District's CIP have been apportioned to the property according to reasonable estimates of the special and peculiar benefits provided consistent with the land use categories.

Accordingly, no acre or parcel of property within the boundaries of the District will have a lien for the payment of any non-ad valorem special assessment more than the determined special benefit peculiar to that property and therefore, the debt allocation will not be increased more than the debt allocation set forth in this Assessment Report.

In accordance with the benefit allocation suggested for the product types in Table 4, a total debt per unit and an annual assessment per unit have been calculated for each product type (Table 6). These amounts represent the preliminary anticipated per unit debt allocation assuming all anticipated units are built and sold as planned, and the entire proposed CIP is developed or acquired and financed by the District.

## 3.0 True Up Mechanism

Although the District does not process plats, declaration of condominiums, site plans or revisions thereto for the Developer, it does have an important role to play during the course of platting and site planning. Whenever a plat, declaration of condominium or site plan is processed, the District must allocate a portion of its debt to the property according to this Assessment Report outlined herein. In addition, the District must also prevent any buildup of debt on Unassigned Property. Otherwise, the land could be fully conveyed and/or platted without all of the debt being allocated. To preclude this, at the time Unassigned Properties become Assigned Properties, the District will determine the amount of anticipated assessment revenue that remains on the Unassigned Properties, taking into account the proposed plat, or site plan approval. If the total anticipated assessment revenue to be generated from the Assigned and Unassigned Properties is greater than or equal to the maximum annual debt service then no adjustment is required. In the case that the revenue generated is less than the required amount then a debt reduction or true-up payment by the landowner in the amount necessary to reduce the par amount of the outstanding Bonds plus accrued interest to a level that will be supported by the new net annual debt service assessments will be required.

## 4.0 Assessment Roll

The District will initially allocate the assessments across the property within the District boundaries on a per acreage basis. As Assigned Property becomes known with certainty, the District will refine its allocation of debt from a per acre basis to a per unit basis as shown in Table 7. If the land use plan changes, then the District will update Tables 1, 4, 5 & 6 to reflect the changes. As a result, the assessment liens are neither fixed nor are they determinable with certainty on any acre of land in the District prior to the time final Assigned Properties become known. At this time the debt associated with the District's CIP will be allocated evenly across the acres within the District. As the development process occurs, the debt will be allocated against the Assigned Property in the manner described in this Assessment Report. The current assessment roll is depicted in Table 7.

TABLE 1
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
DEVELOPMENT PROGRAM
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Totals | ERUs per Unit (1) | Total ERUs |
|---|---|---|---|---|
| Townhome | 308 | 308 | 0.75 | 231.0 |
| Single Family 40' | 2185 | 2185 | 0.80 | 1748.0 |
| Single Family 50' | 1239 | 1239 | 1.00 | 1239.0 |
| Total Units | 3,732 | 3,732 | | 3218.0 |

(1) Benefit is allocated on an ERU basis; based on density of planned development, with a 50' Single Family unit equal to 1 ERU

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 2
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
INFRASTRUCTURE COST ESTIMATES
MASTER ASSESSMENT METHODOLOGY

| Capital Improvement Plan ("CIP") (1) | Total Cost Estimate |
|---|---|
| Offiste Improvements | $16,776,177 |
| Stormwater Management | $21,881,970 |
| Utilities (Water, Sewer, Reuese & Lift Station) | $28,712,763 |
| Electrical Undergrounding | $8,662,697 |
| Roadway | $25,164,266 |
| Entry Feature | $1,437,500 |
| Parks & Amenities | $8,093,125 |
| General Consulting | $11,072,850 |
| Contingency | $18,270,202 |
| | $140,071,549 |

(1) A detailed description of these improvements is provided in the Master Engineer's Report dated July 12, 2022

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 3
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
BOND SIZING
MASTER ASSESSMENT METHODOLOGY

| **Description** | **Total** |
|---|---|
| Construction Funds | $140,071,549 |
| Debt Service Reserve | $14,007,155 |
| Capitalized Interest | $11,016,525 |
| Underwriters Discount | $3,389,700 |
| Cost of Issuance | $1,000,000 |
| Rounding | $71 |
| **Par Amount*** | **$169,485,000** |

Bond Assumptions:

| | |
|---|---|
| Average Coupon | 6.50% |
| Amortization | 30 years |
| Capitalized Interest | 12 months |
| Debt Service Reserve | Max Annual D/S |
| Underwriters Discount | 2% |

* Par amount is subject to change based on the actual terms at the sale of the Bonds

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 4
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
ALLOCATION OF BENEFIT
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | ERU Factor | Total ERUs | % of Total ERUs | Total Improvements Costs Per Product Type | Improvement Costs Per Unit |
|---|---|---|---|---|---|---|
| Townhome | 308 | 0.75 | 231.00 | 7.18% | $10,054,856 | $32,646 |
| Single Family 40' | 2185 | 0.80 | 1,748.00 | 54.32% | $76,086,100 | $34,822 |
| Single Family 50' | 1239 | 1.00 | 1,239.00 | 38.50% | $53,930,593 | $43,528 |
| Totals | 3,732 | | 3,218.0 | 100.00% | $140,071,549 | |

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 5
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
ALLOCATION OF TOTAL BENEFIT/PAR DEBT TO EACH PRODUCT TYPE
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Total Improvements Costs Per Product Type | Allocation of Par Debt Per Product Type | Par Debt Per Unit |
|---|---|---|---|---|
| Townhome | 308 | $10,054,856 | $12,166,263 | $39,501 |
| Single Family 40' | 2185 | $76,086,100 | $92,063,325 | $42,134 |
| Single Family 50' | 1239 | $53,930,593 | $65,255,412 | $52,668 |
| Totals | 3,732 | $140,071,549 | $169,485,000 | |

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 6
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
PAR DEBT AND ANNUAL ASSESSMENTS FOR EACH PRODUCT TYPE
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Allocation of Par Debt Per Product Type | Total Par Debt Per Unit | Maximum Annual Debt Service | Net Annual Debt Assessment Per Unit | Gross Annual Debt Assessment Per Unit (1) |
|---|---|---|---|---|---|---|
| Townhome | 308 | $12,166,263 | $39,501 | $1,005,486 | $3,264.56 | $3,510.28 |
| Single Family 40 | 2185 | $92,063,325 | $42,134 | $7,608,610 | $3,482.20 | $3,744.30 |
| Single Family 50 | 1239 | $65,255,412 | $52,668 | $5,393,059 | $4,352.75 | $4,680.38 |
| Totals | 3,732 | $169,485,000 | | $14,007,155 | | |

(1) This amount includes collection fees and early payment discounts when collected on the County Tax Bill

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 7
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
PRELIMINARY ASSESSMENT ROLL
MASTER ASSESSMENT METHODOLOGY

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|
| SLC IRA LLC / GWC IRA LLC | 27-27-11-000000-022140 | 7.61 | $225,202 | $1,713,790 | $141,637 | $152,298 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-000000-012040 | 9.89 | $225,202 | $2,227,251 | $184,072 | $197,927 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-010030 | 19.13 | $225,202 | $4,308,120 | $356,046 | $382,845 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-010200 | 14.35 | $225,202 | $3,231,653 | $267,081 | $287,184 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-020030 | 34.46 | $225,202 | $7,760,471 | $641,367 | $689,642 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-11-734500-042500 | 19.59 | $225,202 | $4,411,713 | $364,608 | $392,051 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-11-000000-024020 | 9.48 | $225,202 | $2,134,918 | $176,441 | $189,722 |
| GLK REAL ESTATE LLC | 27-27-14-739000-010150 | 104.81 | $225,202 | $23,603,453 | $1,950,717 | $2,097,545 |
| CASSIDY HOLDINGS LLC | 27-27-14-739000-010010 | 9.17 | $225,202 | $2,065,105 | $170,671 | $183,518 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040110 | 14.71 | $225,202 | $3,312,726 | $273,782 | $294,389 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040180 | 14.75 | $225,202 | $3,321,734 | $274,526 | $295,189 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040210 | 18.21 | $225,202 | $4,100,934 | $338,923 | $364,434 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040290 | 18.28 | $225,202 | $4,116,698 | $340,226 | $365,835 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040281 | 1.03 | $225,202 | $231,958 | $19,170 | $20,613 |
| GLK REAL ESTATE LLC | 27-27-23-000000-031002 | 20.19 | $225,202 | $4,546,834 | $375,775 | $404,059 |
| GLK REAL ESTATE LLC | 27-27-23-000000-031001 | 20.08 | $225,202 | $4,522,062 | $373,728 | $401,858 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032003 | 9.76 | $225,202 | $2,197,974 | $181,652 | $195,325 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032002 | 9.76 | $225,202 | $2,197,974 | $181,652 | $195,325 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032001 | 9.75 | $225,202 | $2,195,722 | $181,466 | $195,125 |
| GLK REAL ESTATE LLC | 27-27-23-000000-014000 | 38.82 | $225,202 | $8,742,353 | $722,515 | $776,898 |
| GLK REAL ESTATE LLC | 27-27-23-000000-011003 | 9.26 | $225,202 | $2,085,373 | $172,347 | $185,319 |
| GLK REAL ESTATE LLC | 27-27-23-000000-012002 | 19.47 | $225,202 | $4,384,689 | $362,374 | $389,650 |
| GLK REAL ESTATE LLC | 27-27-23-000000-012001 | 18.83 | $225,202 | $4,240,559 | $350,463 | $376,842 |
| GLK REAL ESTATE LLC | 27-27-24-000000-034010 | 16.50 | $225,202 | $3,715,838 | $307,097 | $330,212 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041004 | 9.93 | $225,202 | $2,236,259 | $184,816 | $198,727 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041003 | 9.93 | $225,202 | $2,236,259 | $184,816 | $198,727 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041001 | 10.04 | $225,202 | $2,261,031 | $186,864 | $200,929 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041002 | 9.92 | $225,202 | $2,234,007 | $184,630 | $198,527 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-000000-034000 | 39.12 | $225,202 | $8,809,914 | $728,099 | $782,902 |

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-757500-040011 | 8.73 | $225,202 | $1,966,016 | $162,482 | $174,712 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-757500-040152 | 4.76 | $225,202 | $1,071,963 | $88,593 | $95,261 |
| GLK REAL ESTATE LLC | 27-27-23-757500-040030 | 9.71 | $225,202 | $2,186,714 | $180,722 | $194,325 |
| GLK REAL ESTATE LLC | 27-27-23-757500-040130 | 9.67 | $225,202 | $2,177,706 | $179,977 | $193,524 |
| CASSIDY HOLDINGS GROUP INC | 27-27-23-757500-040151 | 4.55 | $225,202 | $1,024,670 | $84,684 | $91,058 |
| CASSIDY HOLDINGS GROUP INC | 27-27-23-757500-040170 | 9.52 | $225,202 | $2,143,926 | $177,186 | $190,522 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032004 | 9.75 | $225,202 | $2,195,722 | $181,466 | $195,125 |
| CASSIDY HOLDINGS GROUP INC | 27-27-14-739000-010310 | 9.54 | $225,202 | $2,148,430 | $177,558 | $190,922 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040011 | 5.02 | $225,202 | $1,130,516 | $93,432 | $100,464 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040012 | 6.90 | $225,202 | $1,553,896 | $128,422 | $138,089 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040041 | 8.11 | $225,202 | $1,826,391 | $150,943 | $162,304 |
| CHAMPAGNE ROAD INVESTORS LLC | 27-27-14-000000-011010 | 23.18 | $225,202 | $5,220,189 | $431,425 | $463,897 |
| CHAMPAGNE ROAD INVESTORS LLC | 27-27-14-000000-011040 | 10.28 | $225,202 | $2,315,080 | $191,331 | $205,732 |
| SLC IRA LLC / ABC IRA LLC | 27-27-11-000000-024010 | 9.26 | $225,202 | $2,085,373 | $172,347 | $185,319 |
| SLC IRA LLC / ABC IRA LLC | 27-27-11-000000-023030 | 9.91 | $225,202 | $2,231,755 | $184,444 | $198,327 |
| GLK REAL ESTATE LLC | 27-27-14-739006-000010 | 13.73 | $225,202 | $3,092,028 | $255,542 | $274,776 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-14-739000-010170 | 14.33 | $225,202 | $3,227,149 | $266,709 | $286,784 |
| GAMA INVESTORS LLC | 27-27-11-734500-042900 | 4.90 | $225,202 | $1,103,491 | $91,198 | $98,063 |
| GLK REAL ESTATE LLC | 27-27-22-757000-010200 | 21.58 | $225,202 | $4,859,866 | $401,646 | $431,877 |
| GLK REAL ESTATE LLC | 27-27-22-757000-010250 | 12.33 | $225,202 | $2,776,744 | $229,485 | $246,758 |
| Totals | | 752.59 | | $169,485,000 | $14,007,155 | $15,061,457 |

(1) This amount includes 7% to cover collection fees and early payment discounts when collected utilizing the uniform method.

| | |
|---|---|
| Annual Assessment Periods | 30 |
| Average Coupon Rate (%) | 6.50% |
| Maximum Annual Debt Service | $14,007,155 |

* - See Metes and Bounds, attached as Exhibit A

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|

Prepared by: Governmental Management Services - Central Florida, LLC

CROSSWINDS EAST CDD

**272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)**
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)**
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)**
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

**Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

**Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)**
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

**PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)**
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

**PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)**
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

**PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575)** THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)**
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 1
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022

**PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)**
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

**PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

**PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)**
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

**PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)**
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)**
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)**
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)**
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 2
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

**PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)**
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)**
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)**
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)**
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)**
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)**
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)**
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 3
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022

# SECTION 3

**RESOLUTION 2022-36**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING DISTRICT PROJECTS FOR CONSTRUCTION AND/OR ACQUISITION OF INFRASTRUCTURE IMPROVEMENTS; EQUALIZING, APPROVING, CONFIRMING, AND LEVYING SPECIAL ASSESSMENTS ON PROPERTY SPECIALLY BENEFITED BY SUCH PROJECTS TO PAY THE COST THEREOF; PROVIDING FOR THE PAYMENT AND THE COLLECTION OF SUCH SPECIAL ASSESSMENTS BY THE METHODS PROVIDED FOR BY CHAPTERS 170, 190, AND 197, FLORIDA STATUTES; CONFIRMING THE DISTRICT'S INTENTION TO ISSUE SPECIAL ASSESSMENT BONDS; MAKING PROVISIONS FOR TRANSFERS OF REAL PROPERTY TO GOVERNMENTAL BODIES; PROVIDING FOR THE RECORDING OF AN ASSESSMENT NOTICE; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the Crosswinds East Community Development District (the "District") previously indicated its intention to construct certain types of infrastructure improvements and to finance such infrastructure improvements through the issuance of bonds, which bonds would be repaid by the imposition of special assessments on benefited property within the District; and

**WHEREAS**, the District Board of Supervisors (the "Board") noticed and conducted a public hearing pursuant to Chapters 170, 190, and 197, *Florida Statutes*, relating to the imposition, levy, collection and enforcement of such assessments.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:**

**SECTION 1. AUTHORITY FOR THIS RESOLUTION.** This Resolution is adopted pursuant to Chapters 170, 190, and 197, *Florida Statutes*, including without limitation, Section 170.08, *Florida Statutes*.

**SECTION 2. FINDINGS.** The Board hereby finds and determines as follows:

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

**(b)** The District is authorized by Chapter 190, *Florida Statutes*, to finance, fund, plan, establish, acquire, install, equip, operate, extend, construct, or reconstruct stormwater management facilities; roadways; water and wastewater facilities; off-site improvements; electrical utilities (street lighting); entry features and signage; parks and amenities; and other infrastructure projects

and services necessitated by the development of, and serving lands within, the District, together the "Improvements."

**(c)** The District is authorized by Chapter 190, *Florida Statutes*, to levy and impose special assessments to pay all, or any part of, the cost of such infrastructure projects and services and to issue special assessment bonds payable from such special assessments as provided in Chapters 170, 190, and 197, *Florida Statutes*.

**(d)** It is necessary to the public health, safety and welfare and in the best interests of the District that (i) the District provide the capital improvements ("Capital Improvements"), the nature and location of which is described in the *Crosswinds East Community Development District Engineer's Report*, dated July 12, 2022 (the "Engineer's Report") (attached as **Exhibit A** hereto and incorporated herein by this reference), and which the plans and specifications are on file at the office of the District Manager c/o Governmental Management Services-CF, LLC, 219 East Livingston Street, Orlando, FL 32801 ("District Records Offices"); (ii) the cost of such Capital Improvements be assessed against the lands specially benefited by such Capital Improvements; and (iii) the District issue bonds to provide funds for such purposes pending the receipt of such special assessments.

**(e)** The provision of said Capital Improvements, the levying of such Assessments (hereinafter defined) and the sale and issuance of such bonds serves a proper, essential, and valid public purpose and is in the best interests of the District, its landowners, and residents.

**(f)** In order to provide funds with which to pay all or a portion of the costs of the Capital Improvements which are to be assessed against the benefitted properties, pending the collection of such Assessments, it is necessary for the District from time to time to sell and issue its Special Assessment Bonds, in one or more series (the "Bonds").

**(g)** By Resolution 2022-27, the Board determined to provide the Capital Improvements and to defray the costs thereof by making Assessments on benefited property and expressed an intention to issue Bonds, notes or other specific financing mechanisms to provide all or a portion of the funds needed for the Capital Improvements prior to the collection of such Assessments. Resolution 2022-27 was adopted in compliance with the requirements of Section 170.03, *Florida Statutes*, and prior to the time it was adopted, the requirements of Section 170.04, *Florida Statutes*, had been met.

**(h)** As directed by Resolution 2022-27, said Resolution 2022-27 was published as required by Section 170.05, *Florida Statutes*, and a copy of the publisher's affidavit of publication is on file with the Secretary of the Board.

**(i)** As directed by Resolution 2022-27, a preliminary assessment roll was adopted and filed with the Board as required by Section 170.06, *Florida Statutes*.

**(j)** As required by Section 170.07, *Florida Statutes*, upon completion of the preliminary assessment roll, the Board adopted Resolution 2022-28, fixing the time and place of a public hearing at which owners of the property to be assessed and other persons interested therein may appear before the Board and be heard as to (1) the propriety and advisability of making the infrastructure improvements, (2) the cost thereof, (3) the manner of payment therefore, and (4) the

amount thereof to be assessed against each specially benefited property or parcel and provided for publication of notice of such public hearing and individual mailed notice in accordance with Chapters 170, 190, and 197, *Florida Statutes*.

**(k)** Notice of such public hearing was given by publication and also by mail as required by Section 170.07, *Florida Statutes*. Affidavits as to such publications and mailings are on file in the office of the Secretary of the Board.

**(l)** On August 24, 2022, at the time and place specified in Resolution 2022-28 and the notice referred to in paragraph (k) above, the Board met as an Equalization Board, conducted such public hearing, and heard and considered all complaints and testimony as to the matters described in paragraph (j) above. The Board has made such modifications in the preliminary assessment roll as it deems necessary, just and right in the making of the final assessment roll.

**(m)** Having considered the estimated costs of the Capital Improvements, estimates of financing costs and all complaints and evidence presented at such public hearing, the Board further finds and determines:

**i.** that the estimated costs of the Capital Improvements is as specified in the Engineer's Report, which Engineer's Report is hereby adopted and approved, and that the amount of such costs is reasonable and proper; and

**ii.** it is reasonable, proper, just and right to assess the cost of such Capital Improvements against the properties specially benefited thereby using the method determined by the Board set forth in the *Master Assessment Methodology for Crosswinds East Community Development District,* dated July 13, 2022 (the "Assessment Report," attached hereto as **Exhibit B** and incorporated herein by this reference), for the Bonds, which results in the special assessments set forth on the final assessment roll included within such Exhibit B (the "Assessments"); and

**iii.** the Assessment Report is hereby approved, adopted and confirmed. The District ratifies its use in connection with the issuance of the Bonds;

**iv.** it is hereby declared that the Capital Improvements will constitute a special benefit to all parcels of real property listed on said final assessment roll and that the benefit, in the case of each such parcel, will be equal to or in excess of the Assessments thereon when allocated as set forth in Exhibit B;

**v.** that the costs of the Capital Improvements are fairly and reasonably apportioned to the properties specifically benefitted as set forth in Exhibit B;

**vi.** it is in the best interests of the District that the Assessments be paid and collected as herein provided; and

**vii.** it is reasonable, proper, just and right for the District to utilize the true-up mechanisms and calculations contained in the Assessment Report in order to ensure that all parcels of real property benefiting from the Capital Improvements are assessed accordingly and that sufficient assessment receipts are being generated in

order to pay the corresponding bond debt-service when due;

**SECTION 3. AUTHORIZATION OF DISTRICT PROJECT.** That construction of Capital Improvements initially described in Resolution No. 2022-27, and more specifically identified and described in Exhibit A attached hereto, is hereby authorized and approved and the proper officers, employees and/or agents of the District are hereby authorized and directed to take such further action as may be necessary or desirable to cause the same to be made.

**SECTION 4. ESTIMATED COST OF IMPROVEMENTS.** The total estimated costs of the Capital Improvements and the costs to be paid by Assessments on all specially benefited property are set forth in Exhibits A and B, respectively, hereto.

**SECTION 5. EQUALIZATION, APPROVAL, CONFIRMATION AND LEVY OF SPECIAL ASSESSMENTS.** The Assessments on the parcels specially benefited by the Capital Improvements, all as specified in the final assessment roll set forth in Exhibit B, attached hereto, are hereby equalized, approved, confirmed and levied. Immediately following the adoption of this Resolution, these Assessments, as reflected in Exhibit B attached hereto, shall be recorded by the Secretary of the Board of the District in a special book, to be known as the "Improvement Lien Book." The Assessment or assessments against each respective parcel shown on such final assessment roll and interest, costs and penalties thereon, as hereafter provided, shall be and shall remain a legal, valid and binding first lien on such parcel until paid and such lien shall be coequal with the lien of all state, county, district, municipal or other governmental taxes and superior in dignity to all other liens, titles, and claims. Prior to the issuance of any Bonds, including refunding bonds, the District may, by subsequent resolution, adjust the acreage assigned to particular parcel identification numbers listed on the final assessment roll to reflect accurate apportionment of acreage within the District amongst individual parcel identification numbers. The District may make any other such acreage and boundary adjustments to parcels listed on the final assessment roll as may be necessary in the best interests of the District as determined by the Board by subsequent resolution. Any such adjustment in the assessment roll shall be consistent with the requirements of law. In the event the issuance of Bonds, including refunding bonds, by the District would result in a decrease of the Assessments, then the District shall by subsequent resolution, adopted within sixty (60) days of the sale of such Bonds at a publicly noticed meeting and without the need for further public hearing, evidence such a decrease and amend the final assessment roll as shown in the Improvement Lien Book to reflect such a decrease.

**SECTION 6. FINALIZATION OF SPECIAL ASSESSMENTS.** When the entire Capital Improvements project has both been constructed or otherwise provided to the satisfaction of the Board, the Board shall adopt a resolution accepting the same and determining the actual costs (including financing costs) thereof, as required by Sections 170.08 and 170.09, *Florida Statutes*. Pursuant to the provisions of Section 170.08, *Florida Statutes*, regarding completion of a project funded by a particular series of bonds, the District shall credit to each Assessment the difference, if any, between the Assessment as hereby made, approved and confirmed and the proportionate part of the actual costs of the Capital Improvements, as finally determined upon completion thereof, but in no event shall the final amount of any such special assessment exceed the amount of benefits originally assessed hereunder. In making such credits, no credit shall be given for bond financing costs, capitalized interest, funded reserves or bond discounts. Such credits, if any, shall be entered in the Improvement Lien Book.

**SECTION 7. PAYMENT OF SPECIAL ASSESSMENTS AND METHOD OF COLLECTION.**

**(a)** The Assessments may be paid in not more than thirty (30) substantially equal consecutive annual installments of principal and interest. The Assessments may be paid in full without interest at any time within thirty (30) days after the completion of the Capital Improvements and the adoption by the Board of a resolution accepting the Capital Improvements, unless such option has been waived by the owner of the land subject to the Assessments; provided, however, that the Board shall at any time make such adjustments by resolution, at a noticed meeting of the Board, to that payment schedule as may be necessary and in the best interests of the District to account for changes in long and short term debt as actually issued by the District. All impact fee credits received and/or value received for impact fee credits shall be applied against the Capital Improvements costs and/or the outstanding indebtedness of any debt issuance that funded the improvement giving rise to the credits which application may be addressed by such resolutions. At any time subsequent to thirty (30) days after the Capital Improvements have been completed and a resolution accepting the Capital Improvements has been adopted by the Board, the Assessments may be prepaid in full including interest amounts to the next succeeding interest payment date or to the second succeeding interest payment date if such a prepayment is made within forty-five (45) calendar days before an interest payment date. The owner of property subject to Assessments may prepay the entire remaining balance of the Assessments at any time, or a portion of the remaining balance of the Assessment one time if there is also paid, in addition to the prepaid principal balance of the Assessment, an amount equal to the interest that would otherwise be due on such prepaid amount on the next succeeding interest payment date, or, if prepaid during the forty-five day (45) period preceding such interest payment date, to the interest payment date following such next succeeding interest payment date. Prepayment of Assessments does not entitle the property owner to any discounts for early payment.

**(b)** The District may elect to use the method of collecting Assessments authorized by Sections 197.3632 and 197.3635, *Florida Statutes* (the "Uniform Method"). The District has heretofore taken or will use its best efforts to take as timely required, any necessary actions to comply with the provisions of said Sections 197.3632 and 197.3635, *Florida Statutes*. Such Assessments may be subject to all of the collection provisions of Chapter 197, *Florida Statutes*. Notwithstanding the above, in the event the Uniform Method of collecting its special or non-ad valorem assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law. The District may, in its sole discretion, collect Assessments by directly assessing landowner(s) and enforcing said collection in any manner authorized by law.

**(c)** For the period the District uses the Uniform Method, the District shall enter into an agreement with the Tax Collector of Polk County who may notify each owner of a lot or parcel within the District of the amount of the special assessment, including interest thereon, in the manner provided in Section 197.3635, *Florida Statutes*.

**SECTION 8. APPLICATION OF TRUE-UP PAYMENTS.**

**(a)** Pursuant to the Assessment Report, attached hereto as Exhibit B, there may be required from time to time certain true-up payments. As parcels of land or lots are platted, the

Assessments securing the Bonds shall be allocated as set forth in the Assessment Report. In furtherance thereof, at such time as parcels or land or lots are platted, it shall be an express condition of the lien established by this Resolution that any and all initial plats of any portion of the lands within the District, as the District's boundaries may be amended from time to time, shall be presented to the District Manager for review, approval and calculation of the percentage of acres and numbers of units which will be, after the plat, considered to be developed. No further action by the Board of Supervisors shall be required. The District's review shall be limited solely to this function and the enforcement of the lien established by this Resolution. The District Manager shall cause the Assessments to be reallocated to the units being platted and the remaining property in accordance with Exhibit B, cause such reallocation to be recorded in the District's Improvement Lien Book, and shall perform the true-up calculations described in Exhibit B, which process is incorporated herein as if fully set forth (the "True-Up Methodology"). Any resulting true-up payment shall become due and payable that tax year by the landowner(s) of record of the remaining unplatted property, in addition to the regular assessment installment payable with respect to such remaining unplatted acres.

**(b)** The District will take all necessary steps to ensure that true-up payments are made in a timely fashion to ensure its debt service obligations are met. The District shall record all true-up payments in its Improvement Lien Book.

**(c)** The foregoing is based on the District's understanding with landowner and/or developer that it intends to develop the unit numbers and types shown in Exhibit B, on the net developable acres and is intended to provide a formula to ensure that the appropriate ratio of the Assessments to gross acres is maintained if fewer units are developed. However, no action by the District prohibits more than the maximum units shown in Exhibit B from being developed. In no event shall the District collect Assessments pursuant to this Resolution in excess of the total debt service related to the Capital Improvements, including all costs of financing and interest. The District recognizes that such events as regulatory requirements and market conditions may affect the timing and scope of the development in the District. If the strict application of the True-Up Methodology to any assessment reallocation pursuant to this paragraph would result in Assessments collected in excess of the District's total debt service obligation for the Capital Improvements, the Board shall by resolution take appropriate action to equitably reallocate the Assessments. Further, upon the District's review of the final plat for the developable acres, any unallocated Assessments shall become due and payable and must be paid prior to the District's approval of that plat.

**(d)** The application of the monies received from true-up payments or Assessments to the actual debt service obligations of the District, whether long term or short term, shall be set forth in the supplemental assessment resolution adopted for each series of Bonds actually issued. Such subsequent resolution shall be adopted at a noticed meeting of the District, and shall set forth the actual amounts financed, costs of issuance, expected costs of collection, and the total amount of the assessments pledged to that issue, which amount shall be consistent with the lien imposed by this Resolution. Each such supplemental resolution shall also address the allocation of any impact fee credits expected to be received from the provision of the project funded by the corresponding series of Bonds issued or to be issued.

**SECTION 9. GOVERNMENT PROPERTY; TRANSFERS OF PROPERTY TO UNITS OF LOCAL, STATE, AND FEDERAL GOVERNMENT.** Property owned by units of local, state, and federal government shall not be subject to the Assessments without specific consent thereto. If at any time, any real property on which Assessments are imposed by this Resolution is sold or otherwise transferred to a unit of local, state, or federal government (without consent of such governmental unit to the imposition of Assessments thereon), all future unpaid Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

**SECTION 10. ASSESSMENT NOTICE.** The District's Secretary is hereby directed to record a general Notice of Assessments in the Official Records of Polk County, Florida, which shall be updated from time to time in a manner consistent with changes in the boundaries of the District.

**SECTION 11. SEVERABILITY.** If any section or part of a section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

**SECTION 12. CONFLICTS**. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

**SECTION 13. EFFECTIVE DATE.** This Resolution shall become effective upon its adoption.

[*Remainder of this page intentionally left blank*]

**APPROVED AND ADOPTED** this 24th day of August 2022.

ATTEST**:**

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

**Exhibit A:** *Crosswinds East Community Development District Engineer's Report*, dated July 12, 2022
**Exhibit B:** *Master Assessment Methodology for Crosswinds East Community Development District,* dated July 13, 2022

# Crosswinds East Community Development District

## Engineer's Report

**JULY 12, 2022**

Dewberry

**SUBMITTED BY**
Dewberry Engineers Inc.
800 North Magnolia Avenue
Suite 1000
Orlando, Florida 32803
407-843-5120

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## INTRODUCTION

Crosswinds East Community Development District (the "District" or "CDD") is located partially within unincorporated Polk County ("County"), and partially within Haines City ("City"), Florida. It is generally located east of US 17-92, south of Adair Road, and north of E Johnson Ave. The District currently contains approximately 753 acres and is expected to consist of 3,732 residential lots of various sizes for single family with recreation/amenity areas, parks, and associated infrastructure for the development.

The CDD was established under the County ordinance #2022-051, which was approved by the Board of County Commissioners on July 5, 2022. The District will own and operate the public roadways and stormwater management facilities, as well as the landscape, irrigation, signage, and recreational facilities within the development.

The master developer ("Developer") is GLK Real Estate, LLC, which is based in Winter Haven, Florida. The development is approved as a Planned Development (PD) for Residential Units to be constructed in three (3) phases. A land use summary is presented in Table 1.

Public improvements and facilities financed, acquired, and/or constructed by the District will be designed and constructed to conform to regulatory criteria from the County, Southwest Florida Water Management District (SWFWMD), and other applicable agencies with regulatory jurisdiction over the development. An overall estimate of the probable cost of the public improvements are provided in Exhibit 7 of this report.

The Capital Improvement Plan (CIP) set forth in this Engineer's Report reflects the present intentions of the District and the landowners. It should be noted that the location of the proposed facilities and improvements may be adjusted during the final design, permitting, and implementation phases. It should also be noted that these modifications are not expected to diminish the benefits to the property within the District. The District reserves the right to make reasonable adjustments to the development plan to meet applicable regulatory requirements of agencies with jurisdiction over the development while maintaining a comparable level of benefits to the lands served by the improvements. Changes and modifications are expected as changes in regulatory criteria are implemented.

Table 1 Land Use

| LAND USE | AREA (acres) |
|---|---|
| Master Stormwater System | 194.20 |
| Residential Land (Single-Family Lots) | 392.70 |
| Roadways Infrastructure & Public Facilities | 127.76 |
| Open Space/Conservation Areas/Parks | 194.20 |
| **TOTAL** | **752.59** |

Table 2 Lot Types

| LOT TYPE | UNITS |
|---|---|
| 50-ft SFR Lots | 1,239 |
| 40-ft SFR Lots | 2,185 |
| Townhome Lots | 308 |
| **TOTAL** | **3,732** |

Implementation of any proposed facilities or improvements outlined in this report requires written approval from the District's Board of Supervisors. Estimated costs outlined in this report are based on the best available information, which includes, but is not limited to, previous experience with similar projects. Actual

costs could be different than estimates because final engineering and specific field conditions, along with market factors and inflation, may affect construction costs.

All roadway improvements including sidewalks in the right-of-way and storm drainage collection systems (from the curb inlets to their connection to the stormwater ponds) within the development will be maintained by the District. Water distribution and wastewater collection systems (gravity lines, force mains, and lift stations) will be dedicated to the City of Haines City for ownership and maintenance upon completion.

## PURPOSE AND SCOPE

The purpose of this report is to provide engineering support for the funding of the proposed improvements within the District. This report will identify the proposed public infrastructure to be constructed or acquired by the District along with an Opinion of Probable Construction Costs. The District will finance, construct, acquire, operate, and maintain all or specific portions of the proposed public infrastructure.

The predominant portion of this report provides descriptions of the proposed public infrastructure improvements, determination of estimated probable construction costs, and the corresponding benefits associated with the implementation of the described improvements. Detailed site construction plans and specifications have not yet been completed and permitted for the improvements described herein. The engineer has considered and in specific instances has relied upon, the information and documentation prepared or supplied by others to prepare this Engineer's Report.

## THE DEVELOPMENT

The development will consist of 3,732 residential units and associated infrastructure. The development is a planned residential community consisting of 753 acres, located east of US 17-92, south of Adair Road, and north of E Johnson Ave. It is located partially within unincorporated Polk County and partially within Haines City. The current land use of the property is tree crops, pastureland/cropland, and other rural open lands. The development is zoned for LDR (low density residential) and A/RR (agricultural/rural residential). The development will be constructed in three (3) phases.

## CAPITAL IMPROVEMENTS

The CIP consists of public infrastructure in the development. The primary portions of the CIP will provide for stormwater pond construction, roadways built to an urban roadway typical section, water, and sewer infrastructure including a lift station, and off-site improvements (including turn lanes and extension of water and sewer mains to serve the development).

There will be stormwater structures and conveyance culverts within the CIP, which will outfall into the various on-site stormwater ponds. These structures and pond areas comprise the overall stormwater facilities of the CIP. Installation of the water distribution and wastewater collection system (including lift stations) are also included in the CIP. Below-ground installation of telecommunications and cable television will occur but will not be funded by the District. Installation of streetlights and the incremental cost of undergrounding of power within the public rights-of-way or easements will be funded by the District. The recreational areas will have connectivity via sidewalks to the other portions of the District. The recreational areas will be accessed by the public roadways and sidewalks.

## CAPITAL IMPROVEMENT PLAN COMPONENTS

The CIP for the District includes the following:

### Stormwater Management Facilities

Stormwater Management facilities consisting of storm conveyance systems and retention/detention ponds are contained within the District boundaries. Stormwater will be discharged via roadway curb and gutter and storm inlets. Storm culverts convey the runoff into the proposed retention ponds for water quality treatment

and attenuation. The proposed stormwater systems will utilize dry and wet retention for biological pollutant assimilation to achieve water quality treatment. The design criteria for the District's stormwater treatment systems are regulated by the County and SWFWMD.

Federal Emergency Management Agency Flood Insurance Rate Map (FEMA FIRM) Panel No. 12105C0240G, dated 12/22/2016, demonstrates that the property is located within Flood Zone A. The 100-year flood volumes will be compensated as required the County and FEMA.

During the construction of stormwater management facilities, utilities, and roadway improvements the contractor will be required to adhere to a Stormwater Pollution Prevention Plan (SWPPP) as required by the Florida Department of Environmental Protection (FDEP) as delegated by the Environmental Protection Agency (EPA). The SWPPP will be prepared to depict the proposed recommended locations of required erosion control measures and staked turbidity barriers specifically along the downgradient side of any proposed construction activity. The site contractor will be required to provide the necessary reporting as required by the National Pollutant Discharge Elimination System (NPDES) General Permit with erosion control, its maintenance, and any rainfall events that occur during construction activity. After construction is complete, the district will be responsible for the ownership and maintenance of the stormwater management facilities.

## Public Roadways

The proposed public roadway sections consisting of asphalt and with Miami curbs or Type F curb and gutter on both sides of 22-foot roadways with 50-foot right-of-way, 40-foot roadways (entrance streets) with 80-foot right-of-way, and 24-foot roadways with 110-foot right-of-way. The proposed roadway sections will consist of stabilized subgrade, a lime rock, crushed concrete, or cement-treated base, and asphalt type roadway wearing surface. The proposed curb is to be 2-feet wide and placed along the edge of the proposed roadway section for purposes of protecting the integrity of the pavement and to provide stormwater runoff conveyance to the proposed stormwater inlets.

The proposed roadways will also require signing and pavement markings within the public rights-of-way, as well as street signs depicting street name identifications and addressing, which will be utilized by the residents and public. As stated above, the District is anticipated to own, operate, and maintain all roadways within the District, including sidewalks in the right-of-way and storm drainage collection systems (from the curb inlets to their connection to the stormwater ponds).

## Water and Wastewater Facilities

A potable drinking water distribution system inclusive of a water main, gate valves, fire hydrants, and appurtenances will be installed. The water service provider will be the City of Haines City. The water system will be designed to provide equal distribution and redundancy. The system will be installed within the proposed public rights-of-way and will provide potable drinking water (domestic) and fire protection services to serve the entire District.

A domestic wastewater collection system inclusive of gravity sanitary sewer mains and sewer laterals will be installed. The gravity sanitary sewer mains will be a minimum of eight (8)-inch diameter PVC pipe systems. The gravity sanitary sewer lines will be placed inside of the proposed public rights-of-way, under the proposed paved roadways. Sewer laterals will branch off from these sewer lines to serve the development. Lift stations are included within the CIP. Flow from the lift station shall be connected to a proposed force main that will pump to an existing force main that will connect to the City of Haines City's wastewater treatment facility.

The City of Haines City will provide the reclaimed water to be used for all irrigation within the CDD. The reclaimed water will be funded by the District and installed onsite within the roadways to provide for irrigation within the public right-of-way and other areas determined to need irrigation. Any water, sewer, or reclaim water pipes or facilities placed on private property will not be publicly funded.

## Off-Site Improvements

The District will provide funding for the anticipated turn lanes, to be owned by Polk County, at the development entrances. The site construction activities associated with the CIP are anticipated to be completed in four years. Upon completion, the required inspections will be performed, and final certifications of completion will be obtained from the County, SWFWMD, and FDEP (water distribution and wastewater collection systems).

## Amenities and Parks

The District will provide funding for an amenity center that is open to the residents and the public, subject to the rates, rules and policies to be adopted by the District, and to include the following: parking areas, restroom facilities, pool, all-purpose playfields, and walking trails to provide connectivity to the various amenity centers within the CDD. In addition, there will be passive parks throughout the development, which will include benches and walking trails.

## Electric Utilities and Lighting

The electric distribution system thru the District is currently planned to be underground. The District presently intends to fund the incremental cost of undergrounding of the electric conduits, transformer/cabinet pads, and electric manholes required by Duke Energy, with Duke Energy providing underground electrical service to the development. The CDD presently intends to fund the cost to purchase and install the street lighting along the internal roadways within the CDD. District will retain ownership of the electric distribution system and streetlights and electrical service will be provided by Duke Energy.

## Entry Feature

Landscaping, irrigation, entry features, and walls where required as a buffer at the entrances and along the outside boundary of the development, will be provided by the District. Landscaping for the roadways will consist of sod, perennial flowers, shrubs, ground cover, and trees for the internal roadways within the CDD. Perimeter fencing will be provided at the site entrances and perimeters where required as a buffer. These items will be funded, owned, and maintained by the CDD.

## Miscellaneous

The stormwater improvements, landscaping and irrigation, recreational improvements, street lighting, and certain permits and professional fees as described in this report are being financed by the District to benefit all the developable real property within the District. The construction and maintenance of the proposed public improvements will benefit the development for the intended use as a single-family/residential planned development such that all components of the CIP are interrelated and benefit all land uses within the District.

## Permitting

Construction permits for all phases are required and include the County, City, SWFWMD ERP, and FDEP. Following is a summary of required permits obtained or pending approval for the construction of the public infrastructure improvements for the District:

Table 3 Permits/Approvals

| Permits/Approvals | Approval/Expected Date |
|---|---|
| Zoning Approval | Residential Planned Unit Development (RPUD) |
| Preliminary Plat | To be obtained |
| SWFWMD ERP | To be obtained |
| Construction Permits | To be obtained |
| FDEP Sanitary Sewer General Permit | To be obtained |
| FDEP Water Distribution General Permit | To be obtained |
| FDEP NOI | To be obtained |

## RECOMMENDATION

As previously explained within this report, the public infrastructure, as described, is necessary for the development and functional operation as required by the City and County. The site planning, engineering design, and construction plans for the infrastructure are in accordance with the applicable requirements of the City, County, SWFWMD, and FDEP. It should be noted that the infrastructure will provide its intended use and function so long as the construction and installation are in substantial conformance with the design construction plans and regulatory permits.

Items utilized in the Opinion of Probable Costs for this report are based upon the proposed plan infrastructure as shown on construction drawings incorporating specifications in the most current City, County, SWFWMD, and FDEP regulations.

## REPORT MODIFICATION

During the development and implementation of the designed public infrastructure improvements, it may be necessary to make modifications and/or deviations to the plans. However, if such deviations and/or revisions do not change the overall primary objective of the plan for such improvements, then the cost differences would not materially affect the proposed construction cost estimates.

## SUMMARY AND CONCLUSION

The improvements as outlined are necessary for the functional development of the entire project. The project is being designed in accordance with current government regulatory requirements. The project will serve its intended function provided the construction is in substantial compliance with the design. Items of construction for the project are based upon current development plans.

## ENGINEER'S CERTIFICATION

It is our professional opinion that the public infrastructure costs for the CIP provided in this report are reasonable to complete the construction of the public infrastructure improvements. Furthermore, the public infrastructure improvements will benefit and add value to lands within the District and the value is at least the same as the costs for said improvements.

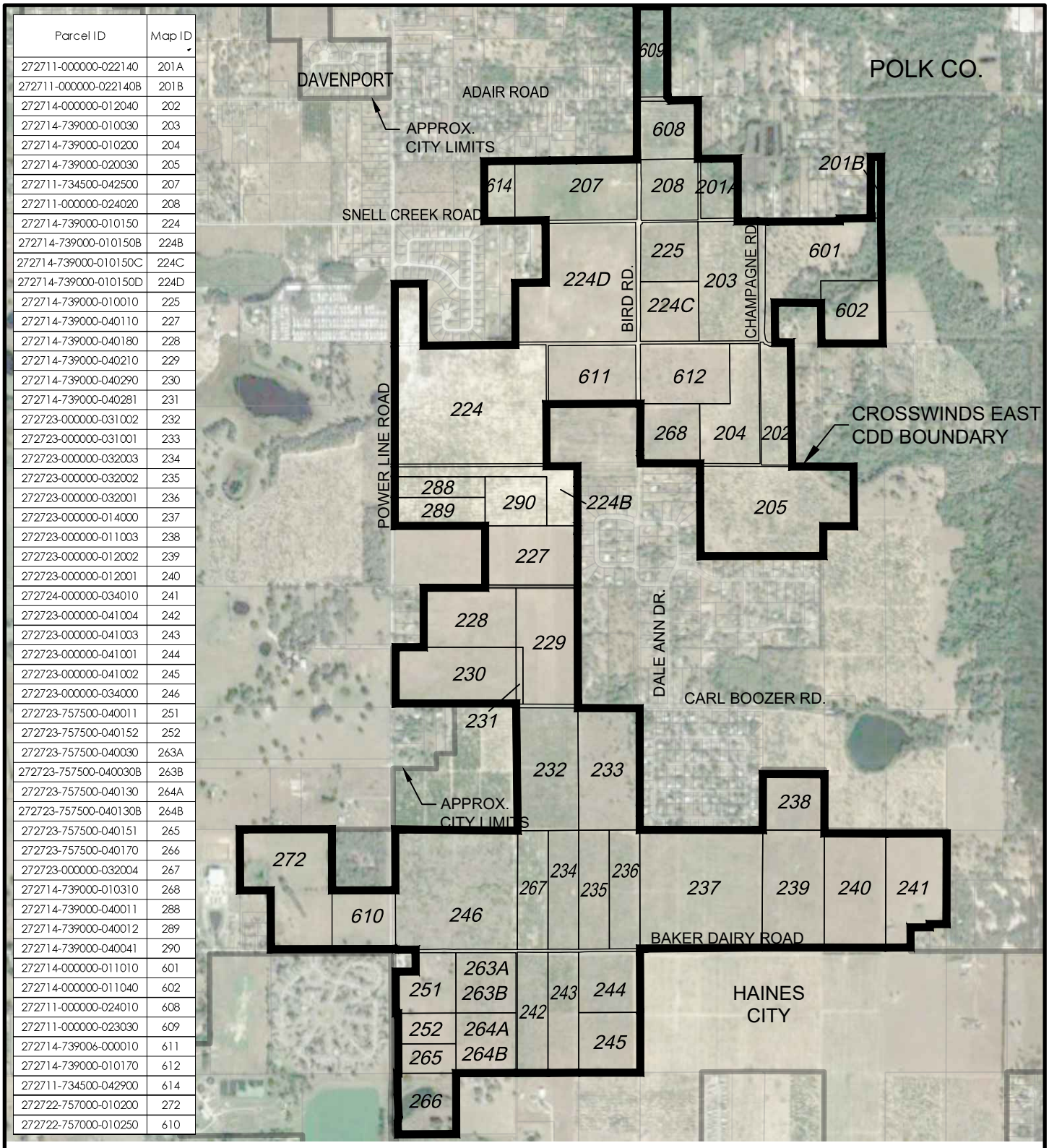
The Opinion of Probable Costs for the public infrastructure improvements is only an estimate and is not a guaranteed maximum price. The estimated costs are based upon current unit prices and on our experience with ongoing and similar projects and basis in the county. However, labor market, future costs of equipment; materials, changes to the regulatory permitting agencies' activities, and the actual construction processes employed by the chosen site contractor are beyond the engineer's control. Due to this inherent opportunity for changes (upward or downward) in the construction costs, the total, final construction cost may be more or less than this estimate.

Based upon the presumption that the CIP construction continues in a timely manner, it is our opinion that the costs of the CIP proposed represent a system of improvements benefitting all developable property located within the District, are fair and reasonable, and that the District-funded improvements are assessable improvements within the meaning of Chapter 190, F.S. We have no reason to believe that the CIP improvements cannot be constructed at the cost described in this report. We expect the improvements to be constructed or acquired by the District with bond proceeds, as indicated within this report. We believe that the District will be well served by the improvements discussed in this report.

I hereby certify that the foregoing is a true and correct copy of the engineer's report for Crosswinds East Community Development District.

Reinardo Malavé, P.E.
Florida License No. 31588

| Parcel ID | Map ID |
|---|---|
| 272711-000000-022140 | 201A |
| 272711-000000-022140B | 201B |
| 272714-000000-012040 | 202 |
| 272714-739000-010030 | 203 |
| 272714-739000-010200 | 204 |
| 272714-739000-020030 | 205 |
| 272711-734500-042500 | 207 |
| 272711-000000-024020 | 208 |
| 272714-739000-010150 | 224 |
| 272714-739000-010150B | 224B |
| 272714-739000-010150C | 224C |
| 272714-739000-010150D | 224D |
| 272714-739000-010010 | 225 |
| 272714-739000-040110 | 227 |
| 272714-739000-040180 | 228 |
| 272714-739000-040210 | 229 |
| 272714-739000-040290 | 230 |
| 272714-739000-040281 | 231 |
| 272723-000000-031002 | 232 |
| 272723-000000-031001 | 233 |
| 272723-000000-032003 | 234 |
| 272723-000000-032002 | 235 |
| 272723-000000-032001 | 236 |
| 272723-000000-014000 | 237 |
| 272723-000000-011003 | 238 |
| 272723-000000-012002 | 239 |
| 272723-000000-012001 | 240 |
| 272724-000000-034010 | 241 |
| 272723-000000-041004 | 242 |
| 272723-000000-041003 | 243 |
| 272723-000000-041001 | 244 |
| 272723-000000-041002 | 245 |
| 272723-000000-034000 | 246 |
| 272723-757500-040011 | 251 |
| 272723-757500-040152 | 252 |
| 272723-757500-040030 | 263A |
| 272723-757500-040030B | 263B |
| 272723-757500-040130 | 264A |
| 272723-757500-040130B | 264B |
| 272723-757500-040151 | 265 |
| 272723-757500-040170 | 266 |
| 272723-000000-032004 | 267 |
| 272714-739000-010310 | 268 |
| 272714-739000-040011 | 288 |
| 272714-739000-040012 | 289 |
| 272714-739000-040041 | 290 |
| 272714-000000-011010 | 601 |
| 272714-000000-011040 | 602 |
| 272711-000000-024010 | 608 |
| 272711-000000-023030 | 609 |
| 272714-739006-000010 | 611 |
| 272714-739000-010170 | 612 |
| 272711-734500-042900 | 614 |
| 272722-757000-010200 | 272 |
| 272722-757000-010250 | 610 |




LEGEND

CROSSWINDS EAST CDD

PARCELS

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 1 - LOCATION MAP
# CROSSWINDS EAST CDD

Dewberry®

N 0' 750' 1500'

DATE: May 23, 2022

CROSSWINDS EAST CDD

**272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)**
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)**
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)**
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

**Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

**Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)**
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

**PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)**
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

**PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)**
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

**PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575)** THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)**
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 1
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

**PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)**
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

**PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

**PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)**
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

**PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)**
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)**
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)**
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)**
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 2
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

**PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)**
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)**
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)**
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)**
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)**
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)**
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)**
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

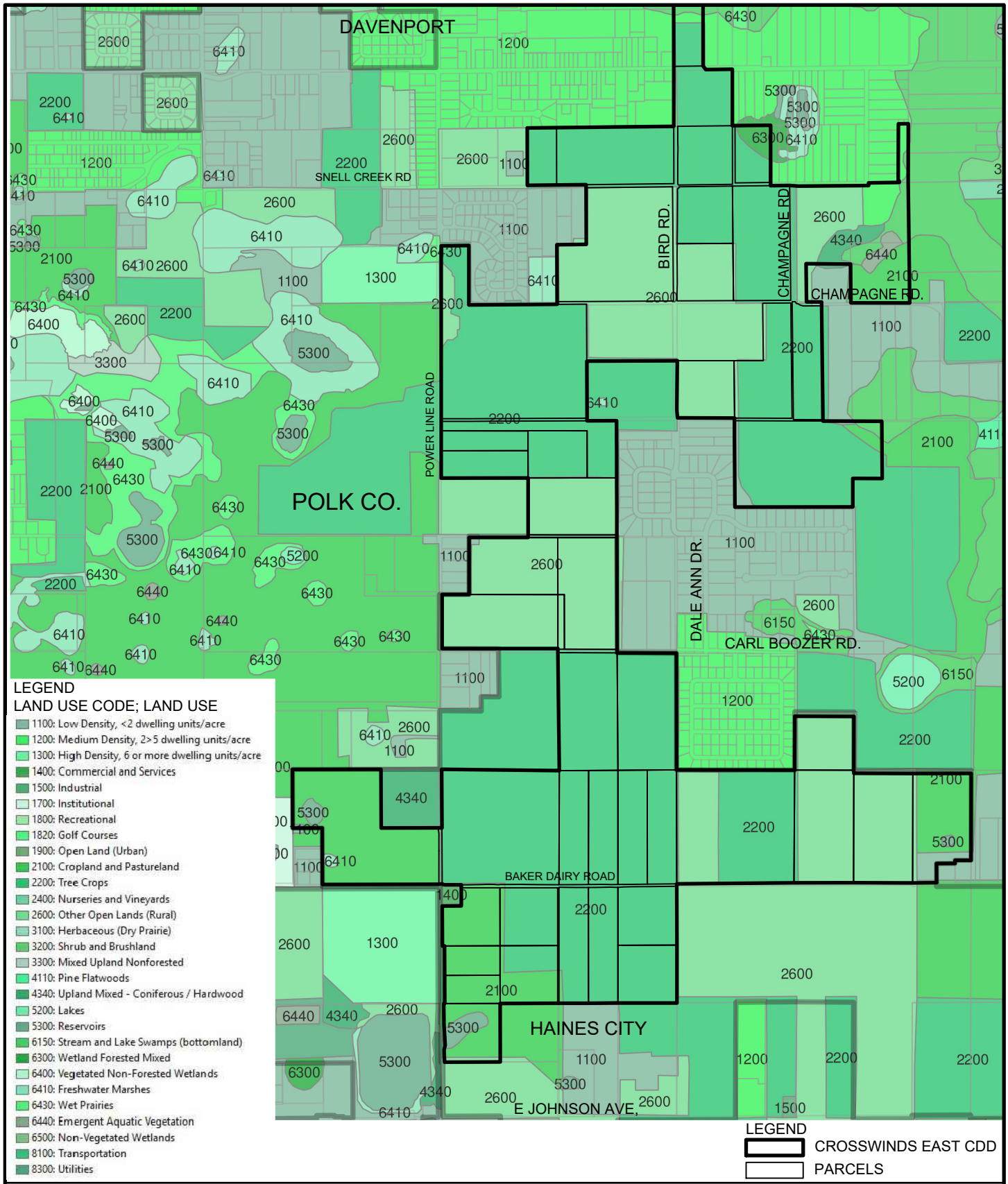
SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 3
# CROSSWINDS EAST CDD

Dewberry®

DATE: May 23, 2022




SECTS 11, 14, 22, 23 & 24,
T27S, R27E

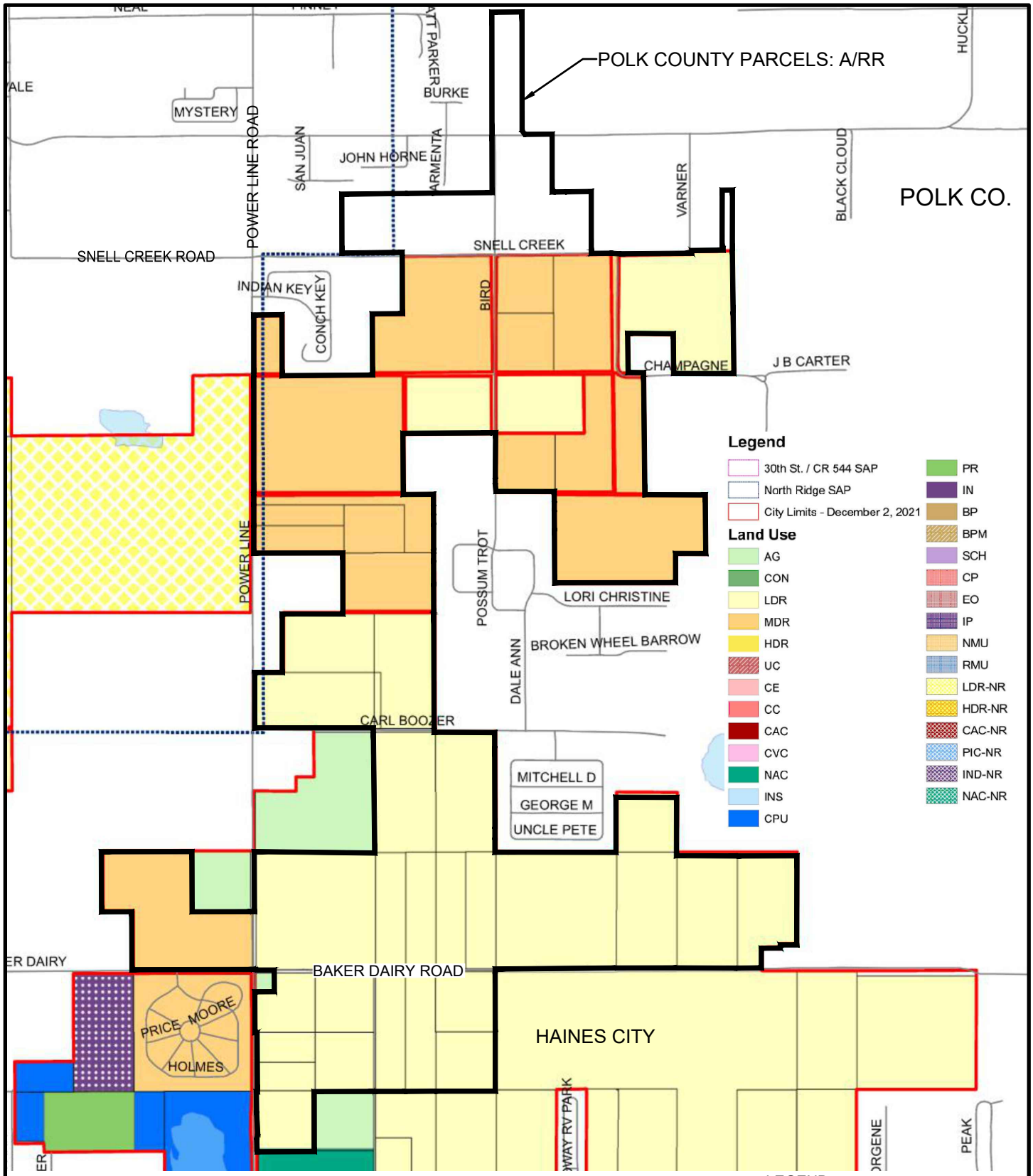
APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 4 - EXISTING LAND USE
# CROSSWINDS EAST CDD

Dewberry®

0' 750' 1500'

DATE: April 28, 2022




SECTS 11, 14, 22, 23 & 24,
T27S, R27E

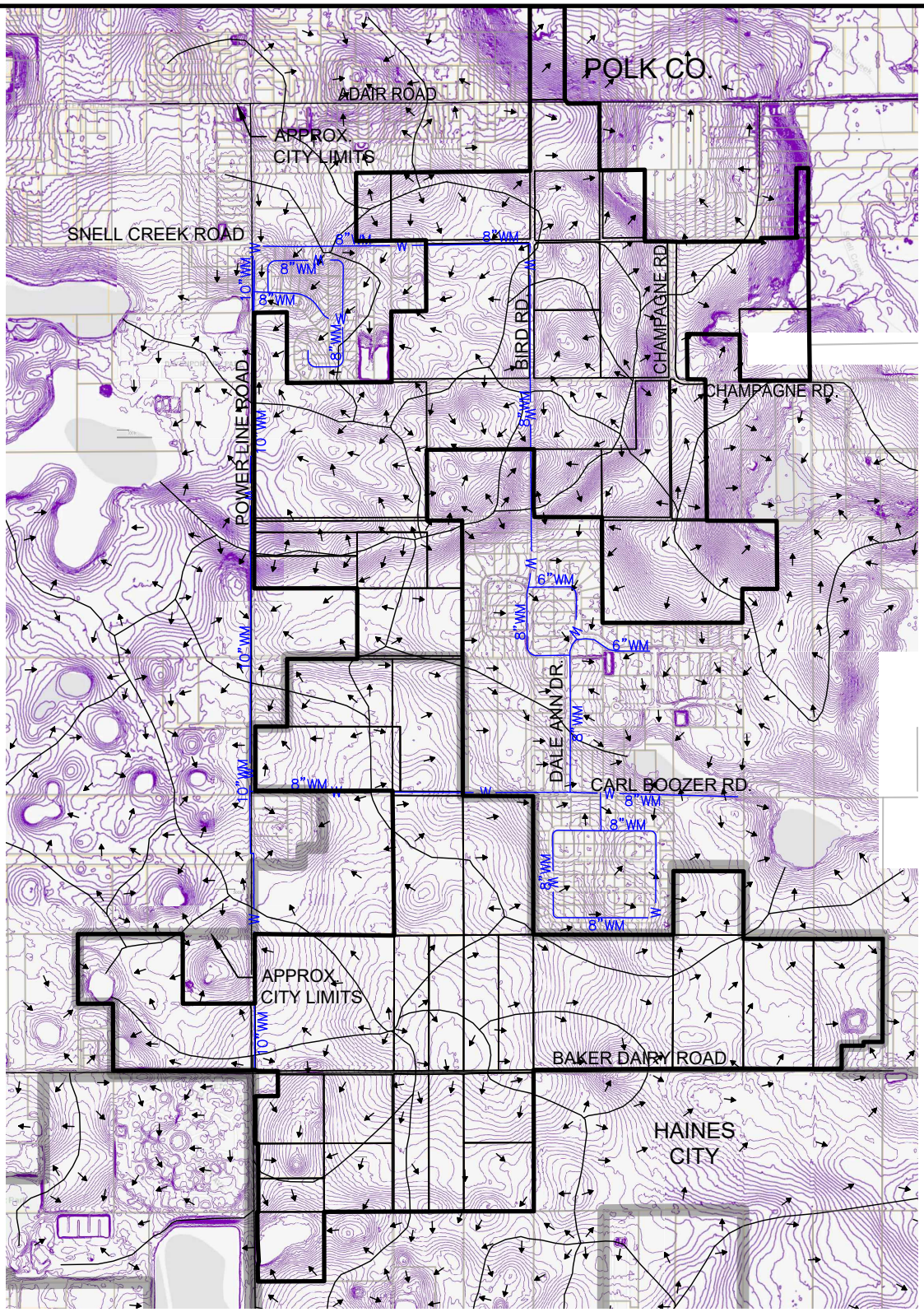
APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 5 - FUTURE LAND USE
# CROSSWINDS EAST CDD

Dewberry

N 0' 750' 1500'

DATE: May 24, 2022




NOTE:
CONTOUR INFORMATION PER POLK COUNTY LIDAR GIS DATABASE.

LEGEND

- CROSSWINDS EAST CDD
- PARCELS
- DRAINAGE AREA LIMITS
- DRAINAGE PATTERN

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# COMPOSITE EXHIBIT 6 - DRAINAGE AND UTILITIES
# CROSSWINDS EAST CDD

Dewberry

N

0' 750' 1500'

DATE: May 24, 2022

| Crosswinds East CDD East | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Phase 1 | | | Phase 2 | | | | Phase 3 | |
| Infrastructure (1) | Phase 1A | Phase 1B | Phase 1C | Phase 2A | Phase 2B | Phase 2C | Phase 2D | Phase 3 | Total 3,732 Lots |
| **Offsite Improvements** | **$3,500,128.50** | **$3,081,160.50** | **$2,243,224.50** | **$2,077,383.00** | **$907,764.00** | **$1,475,116.50** | **$2,670,921.00** | **$820,479.00** | **$ 16,776,177.00** |
| **Stormwater Management (2)(3)(6)** | **$ 4,565,385.00** | **$ 4,018,905.00** | **$ 2,925,945.00** | **$ 2,709,630.00** | **$ 1,184,040.00** | **$ 1,924,065.00** | **$ 3,483,810.00** | **$ 1,070,190.00** | **$ 21,881,970.00** |
| Mass Grading and Master Stormwater | $1,978,333.50 | $1,741,525.50 | $1,267,909.50 | $1,174,173.00 | $513,084.00 | $833,761.50 | $1,509,651.00 | $463,749.00 | |
| Roadway Drainage | $2,587,051.50 | $2,277,379.50 | $1,658,035.50 | $1,535,457.00 | $670,956.00 | $1,090,303.50 | $1,974,159.00 | $606,441.00 | |
| **Utilities (Water, Sewer, & Reuse) (5)(7)(9)(10)** | **$ 6,205,641.50** | **$ 4,956,649.50** | **$ 3,608,665.50** | **$ 3,916,877.00** | **$ 1,460,316.00** | **$ 2,948,013.50** | **$ 4,296,699.00** | **$ 1,319,901.00** | **$ 28,712,763.00** |
| Water | $1,673,974.50 | $1,473,598.50 | $1,072,846.50 | $993,531.00 | $434,148.00 | $705,490.50 | $1,277,397.00 | $392,403.00 | |
| Reuse | $1,369,615.50 | $1,205,671.50 | $877,783.50 | $812,889.00 | $355,212.00 | $577,219.50 | $1,045,143.00 | $321,057.00 | |
| Gravity Sewer | $2,587,051.50 | $2,277,379.50 | $1,658,035.50 | $1,535,457.00 | $670,956.00 | $1,090,303.50 | $1,974,159.00 | $606,441.00 | |
| Lift Station & Forcemains | $575,000.00 | $ - | $ - | $575,000.00 | $ - | $575,000.00 | $ - | $ - | |
| **Electrical - Undergrounding System Only (5)(7)(9)(10)** | **$ 1,553,638.50** | **$ 1,772,690.50** | **$ 1,334,494.50** | **$ 1,009,263.00** | **$ 208,104.00** | **$ 852,506.50** | **$ 1,466,181.00** | **$ 465,819.00** | **$ 8,662,697.00** |
| Street Lighting | $456,538.50 | $401,890.50 | $292,594.50 | $270,963.00 | $118,404.00 | $192,406.50 | $348,381.00 | $107,019.00 | |
| Electrical Distribution (Underground conduits only) | $1,097,100.00 | $1,370,800.00 | $1,041,900.00 | $738,300.00 | $89,700.00 | $660,100.00 | $1,117,800.00 | $358,800.00 | |
| **Roadway (4)(5)(7)(10)** | **$5,250,192.75** | **$4,621,740.75** | **$3,364,836.75** | **$3,116,074.50** | **$1,361,646.00** | **$2,212,674.75** | **$4,006,381.50** | **$1,230,718.50** | **$ 25,164,265.50** |
| **Entry Feature (7)(8)(9)(10)** | **$287,500.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$143,750.00** | **$287,500.00** | **$ 1,437,500.00** |
| **Parks and Amenities (7)(10)** | **$1,371,375.00** | **$1,713,500.00** | **$1,302,375.00** | **$922,875.00** | **$112,125.00** | **$825,125.00** | **$1,397,250.00** | **$448,500.00** | **$ 8,093,125.00** |
| | | | | | | | | | |
| **SUBTOTAL CONSTRUCTION** | **$ 22,733,861.25** | **$ 20,308,396.25** | **$ 14,923,291.25** | **$ 13,895,852.50** | **$ 5,377,745.00** | **$ 10,381,251.25** | **$ 17,464,992.50** | **$ 5,643,107.50** | **$ 110,728,497.50** |
| | | | | | | | | | |
| **General Consulting (Engr & Legal) @ 10%** | **$ 2,273,386.13** | **$ 2,030,839.63** | **$ 1,492,329.13** | **$ 1,389,585.25** | **$ 537,774.50** | **$ 1,038,125.13** | **$ 1,746,499.25** | **$ 564,310.75** | **$ 11,072,849.75** |
| | | | | | | | | | |
| **Contingency @ 15%** | **$ 3,751,087.11** | **$ 3,350,885.38** | **$ 2,462,343.06** | **$ 2,292,815.66** | **$ 887,327.93** | **$ 1,712,906.46** | **$ 2,881,723.76** | **$ 931,112.74** | **$ 18,270,202.09** |
| | | | | | | | | | |
| **TOTAL** | **$ 28,758,334.48** | **$ 25,690,121.26** | **$ 18,877,963.43** | **$ 17,578,253.41** | **$ 6,802,847.43** | **$ 13,132,282.83** | **$ 22,093,215.51** | **$ 7,138,530.99** | **$ 140,071,549.34** |

**DATE: 5/5/2022**
**UPDATED: 7/12/2022**

(1) Infrastructure consists of public roadway improvements, Stormwater management facilities, master sanitary sewer lift station and utilities, entry feature, landscaping and signage, and public neighborhood parks, all of which will be located on land owned by or subject to a permanent easement in favor of the District or another governmental entity.

(2) Excludes grading of each lot in conjunction with home construction, which will be provided by home builder. Does not include the cost of transportation of fill for use of private lots.

(3) Includes stormwater pond excavation.
(4) Includes sub-grade, base, asphalt paving, curbing, and civil/site engineering.
(5) Includes subdivision infrastructure and civil/site engineering.
(6) Stormwater does not include grading associated with building pads.
(7) Estimates are based on 2022 cost.
(8) Includes entry features, signage, hardscape, landscape, irrigation and buffer fencing.

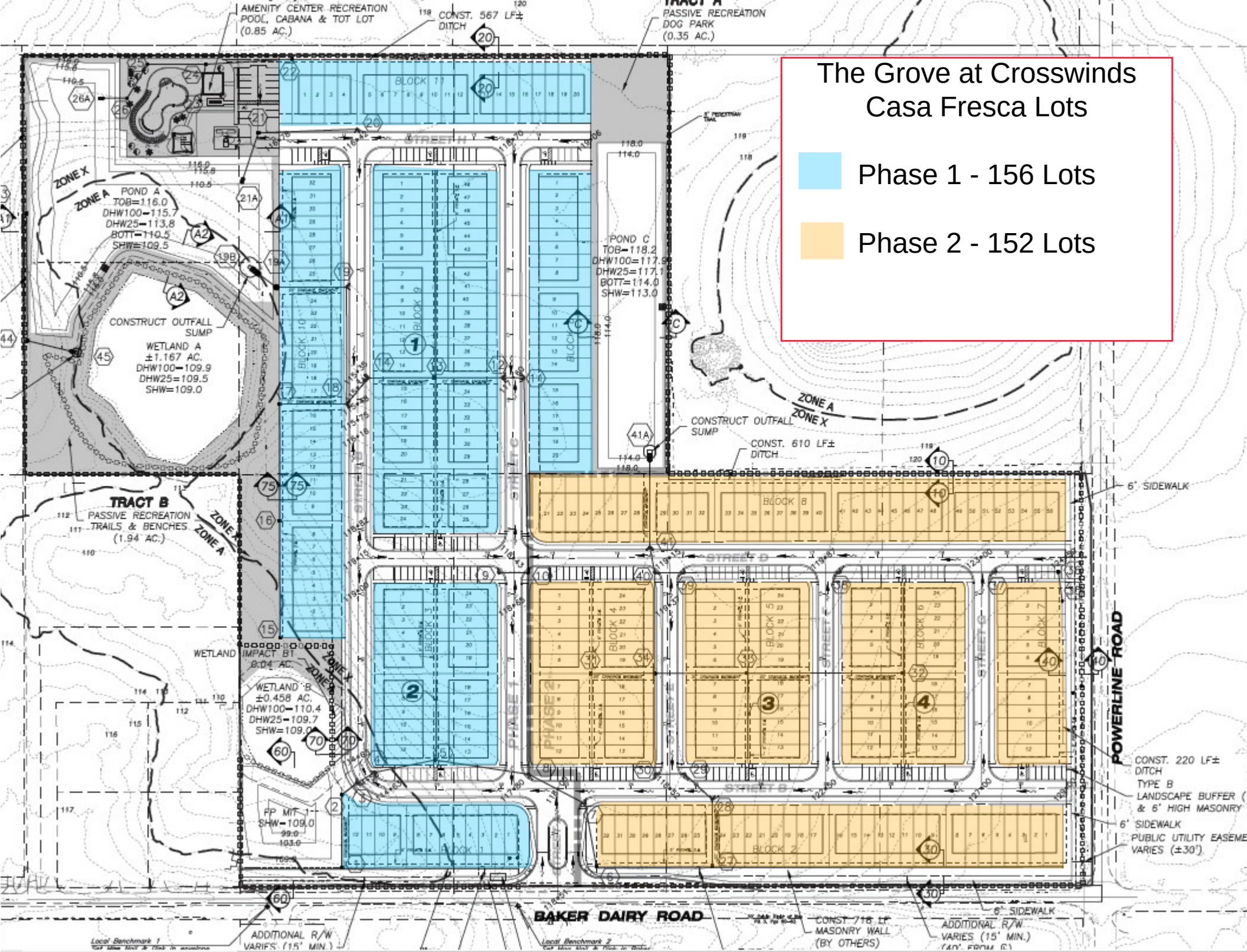
(9) CDD will enter into a Lighting Agreement with Duke Energy for the lighting service. Includes only the incremental cost of undergrounding and installation of streetlights.

(10) The costs associated with the infrastructure are a master cost and is effectively shared by the entire project (all phases).

**Composite Exhibit 7 - Crosswinds East CDD**
**Summary of Proposed District Facilities and Summary of Probable Cost**

| District Infrastructure | Construction | Ownership | Capital Financing* | Operation and Maintenance |
|---|---|---|---|---|
| Entry Feature & Signage | District | District | District Bonds | District |
| Stormwater Facilities | District | District | District Bonds | District |
| Lift Stations/Water/Sewer | District | Haines City | District Bonds | Haines City |
| Street Lighting/Conduit | District | Duke/District** | District Bonds | Duke/District*** |
| Road Construction | District | District | District Bonds | District |
| Parks & Amenities | District | District | District Bonds | District |
| Offsite Improvements | District | Haines City | District Bonds | Haines City |

*Costs not funded by bonds will be funded by the developer
** District will fund undergrounding of electrical conduit
***District will fund street lighting maintenance services


The Grove at Crosswinds
Casa Fresca Lots
Phase 1 - 156 Lots
Phase 2 - 152 Lots
AMENITY CENTER RECREATION
POOL, CABANA & TOT LOT
(0.85 AC.)
CONST. 567 LF±
DITCH
TRACT A
PASSIVE RECREATION
DOG PARK
(0.35 AC.)
STREET H
POND A
TOB=116.0
DHW100=115.7
DHW25=113.8
BOTT=110.5
SHW=109.5
ZONE X
ZONE A
CONSTRUCT OUTFALL
SUMP
WETLAND A
±1.167 AC.
DHW100=109.9
DHW25=109.5
SHW=109.0
POND C
TOB=118.2
DHW100=117.9
DHW25=117.1
BOTT=114.0
SHW=113.0
CONSTRUCT OUTFALL
SUMP
CONST. 610 LF±
DITCH
TRACT B
PASSIVE RECREATION
TRAILS & BENCHES
(1.94 AC.)
WETLAND IMPACT B1
0.04 AC.
WETLAND B
±0.458 AC.
DHW100=110.4
DHW25=109.7
SHW=109.0
FP MIT 1
SHW=109.0
BLOCK 17
BLOCK 9
BLOCK 10
BLOCK 8
BLOCK 3
BLOCK 4
BLOCK 5
BLOCK 6
BLOCK 7
BLOCK 2
BLOCK 1
STREET D
STREET B
STREET C
STREET E
STREET G
PHASE 1
PHASE 2
6' SIDEWALK
POWERLINE ROAD
CONST. 220 LF±
DITCH
TYPE B
LANDSCAPE BUFFER (
& 6' HIGH MASONRY
6' SIDEWALK
PUBLIC UTILITY EASEME
VARIES (±30')
BAKER DAIRY ROAD
ADDITIONAL R/W
VARIES (15' MIN.)
CONST. 718 LF
MASONRY WALL
(BY OTHERS)
6' SIDEWALK
ADDITIONAL R/W
VARIES (15' MIN.)
(40' FROM C)
Local Benchmark 1
Local Benchmark 2

# MASTER

## ASSESSMENT METHODOLOGY

**FOR**

**CROSSWINDS EAST**

**COMMUNITY DEVELOPMENT DISTRICT**

**Date: July 13, 2022**

**Prepared by**

**Governmental Management Services – Central Florida, LLC**
**219 E. Livingston Street**
**Orlando, FL 32801**

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

# 1.0 Introduction

The Crosswinds East Community Development District is a local unit of special-purpose government organized and existing under Chapter 190, Florida Statutes, as amended (the "District"). The District plans to issue up to $169,485,000 of tax exempt bonds in one or more series (the "Bonds") for the purpose of financing certain infrastructure improvements within the District, more specifically described in the Master Engineer's Report dated July 12, 2022 prepared by Dewberry Engineers, Inc. as may be amended and supplemented from time to time (the "Engineer's Report"). The District anticipates the construction of public infrastructure improvements consisting of improvements that benefit property owners within the District.

## 1.1 Purpose

This Master Assessment Methodology Report (the "Assessment Report") provides for an assessment methodology for allocating the debt to be incurred by the District to benefiting properties within the District. This Assessment Report allocates the debt to properties based on the special benefits each receives from the District's capital improvement plan ("CIP"). This Assessment Report will be supplemented with one or more supplemental methodology reports to reflect the actual terms and conditions at the time of the issuance of each series of Bonds. This Assessment Report is designed to conform to the requirements of Chapters 190, 197 and 170, Florida Statutes with respect to special assessments and is consistent with our understanding of case law on this subject.

The District intends to impose non ad valorem special assessments on the benefited lands within the District based on this Assessment Report. It is anticipated that all of the proposed special assessments will be collected through the Uniform Method of Collection described in Section 197.3632, Florida Statutes or any other legal means of collection available to the District. It is not the intent of this Assessment Report to address any other assessments, if applicable, that may be levied by the District, a homeowner's association, or any other unit of government.

## 1.2 Background

The District currently includes approximately 752.59 acres located within unincorporated Polk County, Florida. The development program currently envisions 3,732 residential units (herein the "Development"). The proposed Development program is depicted in Table 1. It is recognized that such land use plan may change, and this Assessment Report will be modified accordingly.

The public improvements contemplated by the District in the CIP will provide facilities that benefit certain property within the District. The CIP is delineated in the Engineer's Report. Specifically, the District will construct and/or acquire certain offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. The CIP estimated acquisition and construction costs are summarized in Table 2.

The assessment methodology is a four-step process.

1. The District Engineer must first determine the public infrastructure improvements that may be provided by the District and the costs to implement the CIP.
2. The District Engineer determines the assessable acres that benefit from the District's CIP.
3. A calculation is made to determine the funding amounts necessary to acquire and/or construct CIP.
4. This amount is initially divided equally among the benefited properties on a prorated gross acreage basis. Ultimately, as land is platted, site planned, or subjected to a declaration of condominiums, this amount will be assigned to each of the benefited properties based on an ERU basis.

## 1.3 Special Benefits and General Benefits

Improvements undertaken by the District create special and peculiar benefits to the assessable property, different in kind and degree than general benefits, for properties outside it's borders as well as general benefits to the public at large.

However, as discussed within this Assessment Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits, which accrue to the assessable property within the District. The implementation of the CIP enables properties within its boundaries to be developed. Without the District's CIP, there would be no infrastructure to support development of land within the District. Without these improvements, the proposed Development of the property within the District would be prohibited by law.

There is no doubt that the general public and property owners outside the District will benefit from the provision of the District's CIP. However, these benefits will be incidental to the District's CIP, which is designed solely to meet the needs of property within the District. Properties outside the District boundaries do not depend upon the District's CIP. The property owners within the District are therefore receiving special benefits not received by those outside the District's boundaries.

## 1.4 Requirements of a Valid Assessment Methodology

There are two requirements under Florida law for a valid special assessment:

1) The properties must receive a special benefit from the improvements being paid for.
2) The assessments must be fairly and reasonably allocated to the properties being assessed.

Florida law provides for a wide application of special assessments that meet these two requirements for valid special assessments.

## 1.5 Special Benefits Exceed the Costs Allocated

The special benefits provided to the property owners within the District are greater than the costs associated with providing these benefits. The District Engineer estimates that the District's CIP that is necessary to support full development of property will cost approximately $140,071,549. The District's Underwriter projects that financing costs required to fund the infrastructure improvements, including project costs, the cost of issuance of the Bonds, the funding of debt service reserves and capitalized interest, will be approximately $169,485,000. Additionally, funding required to complete the CIP which is not financed with Bonds will be funded by GLK Real Estate, LLC or a related entity (the "Developer"). Without the CIP, the property would not be able to be developed per the Development program and occupied by future residents of the community.

# 2.0 Assessment Methodology

## 2.1 Overview

The District is planning to issue up to $169,485,000 in Bonds, in one or more series to fund the District's CIP, provide for capitalized interest, a debt service reserve account and cost of issuance. It is the purpose of this Assessment Report to allocate the $169,485,000 in debt to the properties benefiting from the CIP.

Table 1 identifies the proposed land uses as identified by the Developer and current landowners of the land within the District . The District has relied on the Engineer's Report to develop the costs of the CIP needed to support the Development, these construction costs are outlined in Table 2. The improvements needed to support the Development are described in detail in the Engineer's Report and are estimated to cost $140,071,549. Based on the estimated costs, the size of the bond issue under current market conditions needed to generate funds to pay for the CIP and related costs was determined by the District's Underwriter to total approximately $169,485,000. Table 3 shows the breakdown of the bond sizing.

## 2.2 Allocation of Debt

Allocation of debt is a continuous process until the Development plan is completed. The CIP funded by District Bonds benefits all developable acres within the District.

The initial assessments will be levied on an equal per acre basis to all acres within the District. A fair and reasonable methodology allocates the debt incurred by the District proportionately to the properties receiving the special benefits. At this point all of the lands within the District are benefiting equally from the improvements.

Once platting, site planning, or the recording of declaration of condominium, ("Assigned Properties") has begun, the assessments will be allocated to the Assigned Properties based on the benefits they receive. The Unassigned Properties, defined as property that has not been platted, assigned development rights or subjected to a declaration of condominium, will continue to be assessed on a per acre basis ("Unassigned Properties"). Eventually the Development plan will be completed and the debt relating to the Bonds will be allocated to the planned 3,732 residential units within the District, which are the beneficiaries of the CIP, as depicted in Table 5 and Table 6. If there are changes to the Development plan, a true up of the assessment will be calculated to determine if a debt reduction or true-up payment from the Developer is required. The process is outlined in Section 3.0

The assignment of debt in this Assessment Report sets forth the process by which debt is apportioned. As mentioned herein, this Assessment Report will be supplemented from time to time.

## 2.3 Allocation of Benefit

The CIP consists of offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. There are ***three*** residential product types within the planned Development. The single family 50′ home has been set as the base unit and has been assigned one equivalent residential unit ("ERU"). Table 4 shows the allocation of the CIP costs and Bond debt to the particular land uses. It is important to note that the benefit derived from the improvements on the particular units exceeds the cost that the units will be paying for such benefits.

## 2.4 Lienability Test: Special and Peculiar Benefit to the Property

Construction and/or acquisition by the District of its proposed CIP will provide offsite improvements, stormwater management, utilities (water, sewer, reuse & lift station), electrical undergrounding, roadway, entry feature, parks & amenities, general consulting, and contingency. These improvements accrue in differing amounts and

are somewhat dependent on the type of land use receiving the special benefits peculiar to those properties, which flow from the logical relationship of the improvements to the properties.

Once these determinations are made, they are reviewed in the light of the special benefits peculiar to the property, which flow to the properties as a result of their logical connection from the improvements actually provided.

For the provision of CIP, the special and peculiar benefits are:

1) the added use of the property,
2) added enjoyment of the property, and
3) the probability of increased marketability and value of the property.

These special and peculiar benefits are real and ascertainable, but are not yet capable of being calculated as to value with mathematical certainty. However, each is more valuable than either the cost of, or the actual non-ad valorem special assessment levied for the improvement or the debt as allocated.

## 2.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay Non-Ad Valorem Assessments

A reasonable estimate of the proportion of special and peculiar benefits received from the public improvements described in the Engineer's Report is delineated in Table 5 (expressed as Allocation of Par Debt per Product Type).

The determination has been made that the duty to pay the non-ad valorem special assessments is fairly and reasonably apportioned because the special and peculiar benefits to the property derived from the acquisition and/or construction of the District's CIP have been apportioned to the property according to reasonable estimates of the special and peculiar benefits provided consistent with the land use categories.

Accordingly, no acre or parcel of property within the boundaries of the District will have a lien for the payment of any non-ad valorem special assessment more than the determined special benefit peculiar to that property and therefore, the debt allocation will not be increased more than the debt allocation set forth in this Assessment Report.

In accordance with the benefit allocation suggested for the product types in Table 4, a total debt per unit and an annual assessment per unit have been calculated for each product type (Table 6). These amounts represent the preliminary anticipated per unit debt allocation assuming all anticipated units are built and sold as planned, and the entire proposed CIP is developed or acquired and financed by the District.

## 3.0 True Up Mechanism

Although the District does not process plats, declaration of condominiums, site plans or revisions thereto for the Developer, it does have an important role to play during the course of platting and site planning. Whenever a plat, declaration of condominium or site plan is processed, the District must allocate a portion of its debt to the property according to this Assessment Report outlined herein. In addition, the District must also prevent any buildup of debt on Unassigned Property. Otherwise, the land could be fully conveyed and/or platted without all of the debt being allocated. To preclude this, at the time Unassigned Properties become Assigned Properties, the District will determine the amount of anticipated assessment revenue that remains on the Unassigned Properties, taking into account the proposed plat, or site plan approval. If the total anticipated assessment revenue to be generated from the Assigned and Unassigned Properties is greater than or equal to the maximum annual debt service then no adjustment is required. In the case that the revenue generated is less than the required amount then a debt reduction or true-up payment by the landowner in the amount necessary to reduce the par amount of the outstanding Bonds plus accrued interest to a level that will be supported by the new net annual debt service assessments will be required.

## 4.0 Assessment Roll

The District will initially allocate the assessments across the property within the District boundaries on a per acreage basis. As Assigned Property becomes known with certainty, the District will refine its allocation of debt from a per acre basis to a per unit basis as shown in Table 7. If the land use plan changes, then the District will update Tables 1, 4, 5 & 6 to reflect the changes. As a result, the assessment liens are neither fixed nor are they determinable with certainty on any acre of land in the District prior to the time final Assigned Properties become known. At this time the debt associated with the District's CIP will be allocated evenly across the acres within the District. As the development process occurs, the debt will be allocated against the Assigned Property in the manner described in this Assessment Report. The current assessment roll is depicted in Table 7.

TABLE 1
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
DEVELOPMENT PROGRAM
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Totals | ERUs per Unit (1) | Total ERUs |
|---|---|---|---|---|
| Townhome | 308 | 308 | 0.75 | 231.0 |
| Single Family 40' | 2185 | 2185 | 0.80 | 1748.0 |
| Single Family 50' | 1239 | 1239 | 1.00 | 1239.0 |
| Total Units | 3,732 | 3,732 | | 3218.0 |

(1) Benefit is allocated on an ERU basis; based on density of planned development, with a 50' Single Family unit equal to 1 ERU

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 2
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
INFRASTRUCTURE COST ESTIMATES
MASTER ASSESSMENT METHODOLOGY

| Capital Improvement Plan ("CIP") (1) | Total Cost Estimate |
|---|---|
| Offiste Improvements | $16,776,177 |
| Stormwater Management | $21,881,970 |
| Utilities (Water, Sewer, Reuese & Lift Station) | $28,712,763 |
| Electrical Undergrounding | $8,662,697 |
| Roadway | $25,164,266 |
| Entry Feature | $1,437,500 |
| Parks & Amenities | $8,093,125 |
| General Consulting | $11,072,850 |
| Contingency | $18,270,202 |
| | $140,071,549 |

(1) A detailed description of these improvements is provided in the Master Engineer's Report dated July 12, 2022

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 3
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
BOND SIZING
MASTER ASSESSMENT METHODOLOGY

| **Description** | **Total** |
|---|---|
| Construction Funds | $140,071,549 |
| Debt Service Reserve | $14,007,155 |
| Capitalized Interest | $11,016,525 |
| Underwriters Discount | $3,389,700 |
| Cost of Issuance | $1,000,000 |
| Rounding | $71 |
| **Par Amount*** | **$169,485,000** |

Bond Assumptions:

| | |
|---|---|
| Average Coupon | 6.50% |
| Amortization | 30 years |
| Capitalized Interest | 12 months |
| Debt Service Reserve | Max Annual D/S |
| Underwriters Discount | 2% |

* Par amount is subject to change based on the actual terms at the sale of the Bonds

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 4
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
ALLOCATION OF BENEFIT
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | ERU Factor | Total ERUs | % of Total ERUs | Total Improvements Costs Per Product Type | Improvement Costs Per Unit |
|---|---|---|---|---|---|---|
| Townhome | 308 | 0.75 | 231.00 | 7.18% | $10,054,856 | $32,646 |
| Single Family 40' | 2185 | 0.80 | 1,748.00 | 54.32% | $76,086,100 | $34,822 |
| Single Family 50' | 1239 | 1.00 | 1,239.00 | 38.50% | $53,930,593 | $43,528 |
| Totals | 3,732 | | 3,218.0 | 100.00% | $140,071,549 | |

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 5
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
ALLOCATION OF TOTAL BENEFIT/PAR DEBT TO EACH PRODUCT TYPE
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Total Improvements Costs Per Product Type | Allocation of Par Debt Per Product Type | Par Debt Per Unit |
|---|---|---|---|---|
| Townhome | 308 | $10,054,856 | $12,166,263 | $39,501 |
| Single Family 40' | 2185 | $76,086,100 | $92,063,325 | $42,134 |
| Single Family 50' | 1239 | $53,930,593 | $65,255,412 | $52,668 |
| Totals | 3,732 | $140,071,549 | $169,485,000 | |

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 6
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
PAR DEBT AND ANNUAL ASSESSMENTS FOR EACH PRODUCT TYPE
MASTER ASSESSMENT METHODOLOGY

| Product Types | No. of Units * | Allocation of Par Debt Per Product Type | Total Par Debt Per Unit | Maximum Annual Debt Service | Net Annual Debt Assessment Per Unit | Gross Annual Debt Assessment Per Unit (1) |
|---|---|---|---|---|---|---|
| Townhome | 308 | $12,166,263 | $39,501 | $1,005,486 | $3,264.56 | $3,510.28 |
| Single Family 40 | 2185 | $92,063,325 | $42,134 | $7,608,610 | $3,482.20 | $3,744.30 |
| Single Family 50 | 1239 | $65,255,412 | $52,668 | $5,393,059 | $4,352.75 | $4,680.38 |
| Totals | 3,732 | $169,485,000 | | $14,007,155 | | |

(1) This amount includes collection fees and early payment discounts when collected on the County Tax Bill

* Unit mix is subject to change based on marketing and other factors

Prepared by: Governmental Management Services - Central Florida, LLC

TABLE 7
CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT
PRELIMINARY ASSESSMENT ROLL
MASTER ASSESSMENT METHODOLOGY

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|
| SLC IRA LLC / GWC IRA LLC | 27-27-11-000000-022140 | 7.61 | $225,202 | $1,713,790 | $141,637 | $152,298 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-000000-012040 | 9.89 | $225,202 | $2,227,251 | $184,072 | $197,927 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-010030 | 19.13 | $225,202 | $4,308,120 | $356,046 | $382,845 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-010200 | 14.35 | $225,202 | $3,231,653 | $267,081 | $287,184 |
| SLC IRA LLC / GWC IRA LLC | 27-27-14-739000-020030 | 34.46 | $225,202 | $7,760,471 | $641,367 | $689,642 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-11-734500-042500 | 19.59 | $225,202 | $4,411,713 | $364,608 | $392,051 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-11-000000-024020 | 9.48 | $225,202 | $2,134,918 | $176,441 | $189,722 |
| GLK REAL ESTATE LLC | 27-27-14-739000-010150 | 104.81 | $225,202 | $23,603,453 | $1,950,717 | $2,097,545 |
| CASSIDY HOLDINGS LLC | 27-27-14-739000-010010 | 9.17 | $225,202 | $2,065,105 | $170,671 | $183,518 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040110 | 14.71 | $225,202 | $3,312,726 | $273,782 | $294,389 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040180 | 14.75 | $225,202 | $3,321,734 | $274,526 | $295,189 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040210 | 18.21 | $225,202 | $4,100,934 | $338,923 | $364,434 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040290 | 18.28 | $225,202 | $4,116,698 | $340,226 | $365,835 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040281 | 1.03 | $225,202 | $231,958 | $19,170 | $20,613 |
| GLK REAL ESTATE LLC | 27-27-23-000000-031002 | 20.19 | $225,202 | $4,546,834 | $375,775 | $404,059 |
| GLK REAL ESTATE LLC | 27-27-23-000000-031001 | 20.08 | $225,202 | $4,522,062 | $373,728 | $401,858 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032003 | 9.76 | $225,202 | $2,197,974 | $181,652 | $195,325 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032002 | 9.76 | $225,202 | $2,197,974 | $181,652 | $195,325 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032001 | 9.75 | $225,202 | $2,195,722 | $181,466 | $195,125 |
| GLK REAL ESTATE LLC | 27-27-23-000000-014000 | 38.82 | $225,202 | $8,742,353 | $722,515 | $776,898 |
| GLK REAL ESTATE LLC | 27-27-23-000000-011003 | 9.26 | $225,202 | $2,085,373 | $172,347 | $185,319 |
| GLK REAL ESTATE LLC | 27-27-23-000000-012002 | 19.47 | $225,202 | $4,384,689 | $362,374 | $389,650 |
| GLK REAL ESTATE LLC | 27-27-23-000000-012001 | 18.83 | $225,202 | $4,240,559 | $350,463 | $376,842 |
| GLK REAL ESTATE LLC | 27-27-24-000000-034010 | 16.50 | $225,202 | $3,715,838 | $307,097 | $330,212 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041004 | 9.93 | $225,202 | $2,236,259 | $184,816 | $198,727 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041003 | 9.93 | $225,202 | $2,236,259 | $184,816 | $198,727 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041001 | 10.04 | $225,202 | $2,261,031 | $186,864 | $200,929 |
| GLK REAL ESTATE LLC | 27-27-23-000000-041002 | 9.92 | $225,202 | $2,234,007 | $184,630 | $198,527 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-000000-034000 | 39.12 | $225,202 | $8,809,914 | $728,099 | $782,902 |

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-757500-040011 | 8.73 | $225,202 | $1,966,016 | $162,482 | $174,712 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-23-757500-040152 | 4.76 | $225,202 | $1,071,963 | $88,593 | $95,261 |
| GLK REAL ESTATE LLC | 27-27-23-757500-040030 | 9.71 | $225,202 | $2,186,714 | $180,722 | $194,325 |
| GLK REAL ESTATE LLC | 27-27-23-757500-040130 | 9.67 | $225,202 | $2,177,706 | $179,977 | $193,524 |
| CASSIDY HOLDINGS GROUP INC | 27-27-23-757500-040151 | 4.55 | $225,202 | $1,024,670 | $84,684 | $91,058 |
| CASSIDY HOLDINGS GROUP INC | 27-27-23-757500-040170 | 9.52 | $225,202 | $2,143,926 | $177,186 | $190,522 |
| GLK REAL ESTATE LLC | 27-27-23-000000-032004 | 9.75 | $225,202 | $2,195,722 | $181,466 | $195,125 |
| CASSIDY HOLDINGS GROUP INC | 27-27-14-739000-010310 | 9.54 | $225,202 | $2,148,430 | $177,558 | $190,922 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040011 | 5.02 | $225,202 | $1,130,516 | $93,432 | $100,464 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040012 | 6.90 | $225,202 | $1,553,896 | $128,422 | $138,089 |
| GLK REAL ESTATE LLC | 27-27-14-739000-040041 | 8.11 | $225,202 | $1,826,391 | $150,943 | $162,304 |
| CHAMPAGNE ROAD INVESTORS LLC | 27-27-14-000000-011010 | 23.18 | $225,202 | $5,220,189 | $431,425 | $463,897 |
| CHAMPAGNE ROAD INVESTORS LLC | 27-27-14-000000-011040 | 10.28 | $225,202 | $2,315,080 | $191,331 | $205,732 |
| SLC IRA LLC / ABC IRA LLC | 27-27-11-000000-024010 | 9.26 | $225,202 | $2,085,373 | $172,347 | $185,319 |
| SLC IRA LLC / ABC IRA LLC | 27-27-11-000000-023030 | 9.91 | $225,202 | $2,231,755 | $184,444 | $198,327 |
| GLK REAL ESTATE LLC | 27-27-14-739006-000010 | 13.73 | $225,202 | $3,092,028 | $255,542 | $274,776 |
| NORTHEAST POLK LAND INVESTMENTS | 27-27-14-739000-010170 | 14.33 | $225,202 | $3,227,149 | $266,709 | $286,784 |
| GAMA INVESTORS LLC | 27-27-11-734500-042900 | 4.90 | $225,202 | $1,103,491 | $91,198 | $98,063 |
| GLK REAL ESTATE LLC | 27-27-22-757000-010200 | 21.58 | $225,202 | $4,859,866 | $401,646 | $431,877 |
| GLK REAL ESTATE LLC | 27-27-22-757000-010250 | 12.33 | $225,202 | $2,776,744 | $229,485 | $246,758 |
| Totals | | 752.59 | | $169,485,000 | $14,007,155 | $15,061,457 |

(1) This amount includes 7% to cover collection fees and early payment discounts when collected utilizing the uniform method.

| | |
|---|---|
| Annual Assessment Periods | 30 |
| Average Coupon Rate (%) | 6.50% |
| Maximum Annual Debt Service | $14,007,155 |

* - See Metes and Bounds, attached as Exhibit A

| Owner | Property* | Acres | Total Par Debt Allocation Per Acre | Total Par Debt Allocated | Net Annual Debt Assessment Allocation | Gross Annual Debt Assessment Allocation (1) |
|---|---|---|---|---|---|---|

Prepared by: Governmental Management Services - Central Florida, LLC

CROSSWINDS EAST CDD

**272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)**
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)**
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)**
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

**Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

**Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)**
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)**
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

**PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)**
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

**PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)**
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC -- POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

**PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)**
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

**PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575)** THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)**
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

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AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 1
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

**PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)**
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

**PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

**PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)**
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

**PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)**
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)**
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)**
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

**PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)**
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)**
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)**
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

**PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)**
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

**PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)**
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 2
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

**PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)**
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)**
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)**
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)**
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)**
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)**
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)**
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

**PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)**
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

SECTS 11, 14, 22, 23 & 24,
T27S, R27E

APPROX. CDD BOUNDARY
AREA - 752.59± AC.

# EXHIBIT 2 - LEGAL DESCRIPTION - 3
# CROSSWINDS EAST CDD

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DATE: May 23, 2022

# SECTION 4

This Instrument Prepared by
and return to:

This space reserved for use by the
Clerk of the Circuit Court

Roy Van Wyk, Esq.
KE LAW GROUP, PLLC
2016 Delta Boulevard, Suite 101
Tallahassee, Florida 32303

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**
**NOTICE OF SPECIAL ASSESSMENTS AND GOVERNMENT LIEN OF RECORD**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors of the Crosswinds East Community Development District (the "District"), a special-purpose local government established under and pursuant to Chapter 190, Florida Statutes, enjoys a governmental lien on certain lands contained within the real property known as the Crosswinds East Community Development District, and described in **Exhibit A** attached hereto (the "Property"). Such lien is coequal with the lien of all state, county, district and municipal taxes, superior in dignity to all other liens, titles and claims until paid pursuant to Section 170.09 of the Florida Statutes. The District has adopted Resolution Numbers 2022-27, 2022-28, and 2022-36 (the "Assessment Resolutions"), which provide for, levy, and set forth the terms of the non-ad valorem special assessments on the Property (the "Crosswinds East Master Assessments"), which is specifically benefitted by the improvements anticipated to be financed with the proceeds of the District's Special Assessment Bonds, or other indebtedness (collectively, the "Bonds"). As provided in the Assessment Resolutions, these non-ad valorem assessments do not apply to governmental properties dedicated by plats, deeds or otherwise, including rights of way.

The non-ad valorem special assessments provided for in the Assessment Resolutions were legally and validly determined and levied in accordance with all applicable requirements of Florida law, and these non-ad valorem special assessments constitute, and will at all relevant times in the future constitute, legal, valid, and binding first liens on the land against which assessed until paid, coequal with the liens of all state, county, district, and municipal taxes, and superior in dignity to all other liens, titles, and claims.

The District may collect assessments on any of the lands described in the attached **Exhibit A** by any method authorized by law, which method may change from year to year.

The District is a special-purpose form of local government established pursuant to and governed by Chapter 190, Florida Statutes. Pursuant to Section 190.048, Florida Statutes, you are hereby notified that: **THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT MAY IMPOSE AND LEVY TAXES OR ASSESSMENTS, OR BOTH TAXES AND ASSESSMENTS, ON THIS PROPERTY. THESE TAXES AND ASSESSMENTS PAY THE CONSTRUCTION, OPERATION, AND MAINTENANCE COSTS OF CERTAIN PUBLIC FACILITIES AND SERVICES OF THE DISTRICT AND ARE SET ANNUALLY BY THE GOVERNING BOARD OF THE DISTRICT. THESE TAXES AND ASSESSMENTS ARE IN ADDITION TO COUNTY AND OTHER LOCAL GOVERNMENTAL TAXES AND ASSESSMENTS AND ALL OTHER TAXES AND ASSESSMENTS PROVIDED FOR BY LAW.** The District's lien secures the payment of special assessments levied in accordance with Florida Statutes, which special assessments in turn secure the payment of the Bonds. Copies of the *Master Assessment Methodology for Crosswinds East Community Development District,* dated July 13, 2022, and Assessment Resolutions may be obtained from the registered agent of the District as designated by the Florida Department of Economic Opportunity in accordance with Section 189.014, Florida Statutes, or by contacting the District at:

Crosswinds East Community Development District
c/o Governmental Management Services – Central Florida, LLC,
219 East Livingston Street
Orlando, Florida 32801
(407) 841-5524

**THE LIEN FOR THE SPECIAL ASSESSMENTS IS STATUTORY AND NO FILING IS NECESSARY IN ORDER TO PERFECT OR PROVIDE RECORD NOTICE THEREOF. THIS NOTICE IS FOR INFORMATION PURPOSES. IN ADDITION TO THE MINUTES, RECORDS AND OTHER MATERIAL OF THE DISTRICT AVAILABLE FROM THE DISTRICT, THIS ALSO CONSTITUTES A LIEN OF RECORD FOR PURPOSES OF SECTION 197.573 OF THE**

**FLORIDA STATUTES AND ALL OTHER APPLICABLE PROVISIONS OF THE FLORIDA STATUTES AND ANY OTHER APPLICABLE LAW.**

**IN WITNESS WHEREOF**, this Notice has been executed as of the 24th day of August 2022, and recorded in the Official Records of Polk County, Florida.

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Chairperson, Board of Supervisors

_____
Witness

_____
Witness

_____
Print Name

_____
Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me ☐ physical presence or ☐ online notarization this ___ day of _____, 2022, by _____, Chairperson of Crosswinds East Community Development District. He/She is personally known to me or has produced _____ _____ as identification.

[notary seal]

_____
Print Name:_____
Notary Public, State of Florida

**<u>Exhibit A</u>**
**Legal Description**

# Exhibit A – Legal Description of Crosswinds East CDD

272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575) THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

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**APPROX. CDD BOUNDARY**
**AREA - 752.59± AC.**

# SECTION B

# SECTION 1

**RESOLUTION 2022-37**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT EXPRESSING ITS INTENT TO UTILIZE THE UNIFORM METHOD OF LEVYING, COLLECTING, AND ENFORCING NON-AD VALOREM ASSESSMENTS WHICH MAY BE LEVIED BY THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH SECTION 197.3632, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the Crosswinds East Community Development District ("District") was established pursuant to the provisions of Chapter 190, *Florida Statutes*, which authorizes the District to levy certain assessments which include benefit and maintenance assessments and further authorizes the District to levy special assessments pursuant to Chapters 170 and 197, *Florida Statutes*, for the acquisition, maintenance, construction, or reconstruction of assessable improvements authorized by Chapter 190, *Florida Statutes*; and

**WHEREAS,** the above referenced assessments are non-ad valorem in nature and, therefore, may be levied and collected under the provisions of Section 197.3632, *Florida Statutes*, in which the State of Florida has provided a uniform method for the levying, collecting, and enforcing such non-ad valorem assessments (the "Uniform Method"); and

**WHEREAS**, the Board has previously adopted a resolution declaring the intent to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, over certain lands within the District as described therein; and

**WHEREAS,** pursuant to Section 197.3632, *Florida Statutes*, the District has caused notice of a public hearing on the District's intent to use the Uniform Method to be advertised weekly in a newspaper of general circulation within Polk County for four (4) consecutive weeks prior to such hearing; and

**WHEREAS**, the District has held a public hearing pursuant to Section 197.3632, *Florida Statutes*, where public and landowners were allowed to give testimony regarding the use of the Uniform Method; and

**WHEREAS,** the District desires to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, for special assessments, including benefit and maintenance assessments, over all the lands in the District as further described in **Exhibit A**.

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

**SECTION 1.** The Crosswinds East Community Development District upon conducting its public hearing as required by Section 197.3632, *Florida Statutes*, hereby expresses its need and intent to use the Uniform Method of collecting assessments imposed by the District over the lands described in **Exhibit A**, as provided in Chapters 170 and 190, *Florida Statutes*, each of which are non-ad valorem assessments may be collected annually pursuant to the provisions of Chapter 190, *Florida Statutes*, for the purpose of paying principal and interest on any and all of its indebtedness and for the purpose of paying the cost of operating and maintaining its assessable improvements. The legal description of the boundaries of the real property subject to a levy of assessments is attached and made a part of this Resolution as **Exhibit A**. The non-ad valorem assessments and the District's use of the Uniform Method of collecting its non-ad valorem assessment(s) may continue in any given year when the Board of Supervisors determines that use of the uniform method for that year is in the best interests of the District.

**SECTION 2.** The District's Secretary is authorized to provide the Property Appraiser and Tax Collector of Polk County and the Department of Revenue of the State of Florida with a copy of this Resolution and enter into any agreements with the Property Appraiser and/or Tax Collector necessary to carry out the provisions of this Resolution.

**SECTION 3.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 24th day of August 2022.

ATTEST:

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

**Exhibit A:** Legal Description of Crosswinds East Community Development District

**EXHIBIT A**
**Legal Description of Crosswinds East Community Development District**

# Exhibit A – Legal Description of Crosswinds East CDD

272714-739000-010150 Northeast Polk Land Investments, LLC (PER OR BK 10536 PGS 1555-1559)
TRACTS 6 THROUGH 12 (INCLUSIVE), TRACTS 16 THROUGH 21 (INCLUSIVE), AND TRACTS 28 THROUGH 32 (INCLUSIVE) IN THE NW 1/4; TRACTS 15 AND 16 IN THE NE 1/4; AND TRACTS 1 THROUGH 6 (INCLUSIVE) IN THE SW 1/4, ALL IN SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1 PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; LESS A STRIP OF LAND OFF THE WEST SIDE OF SAID TRACTS 16, 17, AND 32 IN THE NW 1/4 AND OFF THE WEST SIDE OF SAID TRACT 1 IN THE SW 1/4, AS DESCRIBED IN WARRANTY DEED FROM JULIA A. GLASS, JOINED BY HER HUSBAND, KNOX GLASS, JR., TO POLK COUNTY, A POLITICAL SUBDIVISION, DATED JULY 23, 1970, FILED AUGUST 14, 1970, RECORDED IN O.R. BOOK 1303, PAGE 928, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010010 Cassidy Holdings, LLC (PER OR BK 10573 PGS 0152-0153)
TRACTS 1 AND 2 IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 3, 4, 13 AND 14, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-010310 Cassidy Holdings Group, Inc. (PER OR BK 11107 PGS 2226-2227)
TRACTS 31 AND 32, LYING IN THE NE 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS ROAD RIGHT OF WAY.

Parcel 272714-739000-010200 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 20, 29 AND 30, IN THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-000000-012040 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
THE WEST ONE-FOURTH OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA; LESS PLATTED ROAD RIGHT OF WAY AND SUBJECT TO MAINTAINED ROAD RIGHT OF WAY FOR CHAMPAGNE ROAD.

Parcel 272714-739000-020030 Amelia Groves, LLC (PER OR BK 08843 PGS 1135-1137)
TRACTS 3, 4, 5, 6 AND 7, AND THE NORTH ONE-HALF OF TRACTS 11, 12, 13 AND 14, IN THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

Parcel 272714-739000-040110 Cassidy Holdings, LLC (PER OR BK 11159 PGS 2263-2267)
TRACTS 11,12, 13, FLORIDA DEVELOPMENT CO. TRACT, IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC - POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

PARCEL 272714-739000-040180 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)
TRACTS 18, 19, AND 20 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006.

PARCEL 272714-739000-040210 SLC IRA, LLC & GWC IRA, LLC (PER OR BK 11159 PG 2251-2254)
TRACTS 21, 22, 27, AND 28 IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 40 FEET OF TRACTS 27 AND 28 FOR CARL BOOZER ROAD AND LESS THE WEST 73 FEET OF TRACT 28, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD #3, PREPARED BY MCVAY-WOOD ASSOCIATES, DATED JUNE 27, 2005.

PARCEL 272714-739000-040281 AND 272714-739000-040290 (PER OR BK 11159 PG 2255-2258)
THE WEST 73 FEET OF TRACT 28, AND TRACTS 29, 30, 31 AND 32, LESS THE WEST 30 FEET OF LOT 32 AND LESS THE SOUTH 40 FEET OF LOTS 29, 30, 31, AND 32 , ALL LYING IN THE SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, FLORIDA DEVELOPMENT CO. TRACT, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 60, PUBLIC RECORDS OF POLK COUNTY, FLORIDA, BEING A PORTION OF THE SAME PROPERTY AS SHOWN ON THAT CERTAIN SURVEY FOR HIGHLAND CASSIDY, LLC – POWERLINE ROAD 2, PREPARED BY MCVAY-WOOD ENGINEERING, LLC, DATED JANUARY 17, 2006

PARCEL 272723-000000-031002 (PER OR BK 11159 PGS 2255-2258)
THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS RIGHT OF WAY FOR CARL BOOZER ROAD.

PARCEL 272723-000000-031001 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-000000-034000 - (PER OR BK 11083 PGS 473-575) THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE WEST 20 FEET FOR POWERLINE ROAD RIGHT OF WAY AS RECORDED IN OR BOOK 1280, PAGE 232, PUBLIC RECORDS OF POLK COUNTY, FLORIDA AND LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD AS RECORDED IN MAP BOOK 18, PAGES 6-21 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-000000-032004 - (PER OR BK 9908 PGS 0263-0266)
THE WEST ¼ OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS AND EXCEPT THE MAINTAINED RIGHT OF WAY FOR BAKER DAIRY ROAD.

PARCEL 272723-000000-032003 (PER OR BK 11159 PGS 2255-2258)
THE EAST 1/2 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-032002 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-032001(PER OR BK 1159 PGS 2263-2267)
THE EAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-014000 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-011003 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 50.00 FEET.

PARCEL 272723-000000-012002 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-012001 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS THE NORTH 35.00 FEET, AND LESS ROADWAYS OF RECORD AND/OR IN USE.

PARCEL 272724-000000-034010 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, LESS THE NORTH 35.00 FEET, AND LESS BEGINNING 270 FEET EAST AND 25 FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4, RUN NORTH 233.71 FEET, EAST 208.71 FEET, NORTH 35.29 FEET, EAST 179.04 FEET, SOUTH 269 FEET, WEST 387.75 FEET TO THE POINT OF BEGINNING, ALL LYING IN SECTION 24, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040011 (PER OR BK 11083 PGS 473-575)
TRACTS 1 AND 2 IN TH SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, LESS AND EXCEPT POWER LINE ROAD RIGHT-OF-WAY AND LESS BAKER DAIRY ROAD RIGHT-OF-WAY AND LESS THE NORTH 200 FEET OF THE WEST 215 FEET OF TRACT 1, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040030 (PER OR BK 10741 PGS 0492-0494)
TRACTS 3 AND 4 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGE 60 TO 63.

PARCEL 272723-000000-041004 (PER OR BK 1159 PGS 2263-2267)
THE WEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041003 (PER OR BK 1159 PGS 2263-2267)
THE EAST 1/2 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041001 (PER OR BK 1159 PGS 2263-2267)
THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LESS BAKER DAIRY ROAD RIGHT OF WAY.

PARCEL 272723-000000-041002 (PER OR BK 1159 PGS 2263-2267)
THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040130 (PER OR BK 10741 PGS 0492-0494)
TRACTS 13 AND 14 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63.

PARCEL 272723-757500-040152 (PER OR BK 11083 PGS 473-575)
THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN PLAT BOOK 3, PAGES 60 THROUGH 63, PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 272723-757500-040151-(PER OR BK 10741 PGS 0492-0494)
TRACTS 15 AND 16 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO THE PLAT OF FLORIDA DEVELOPMENT COMPANY RECORDED IN PLAT BOOK 3, PAGES 60 TO 63, INCLUSIVE, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; SAID TRACTS EQUIVALENT TO THE SOUTHWEST ¼ OF NORTHWEST ¼ OF SOUTHWEST ¼ AND THE NORTHWEST ¼ OF SOUTHWEST ¼ OF SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, LESS ROADWAYS, AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN O.R. BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS, ALSO LESS AND EXCEPT THE NORTH 331.83 FEET OF TRACTS 15 AND 16 IN SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANG 27 EAST, ACCORDING TO THE MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 3, PAGES 60 TO 63.

PARCEL 272723-757500-040170 - (PER OR BK 10741 PGS 0492-0494)
TRACTS 17 AND 18 IN THE SOUTHWEST ¼ OF SECTION 23, TOWNSHIP 27 SOUTH, RANGE 27 EAST, ACCORDING TO MAP OF FLORIDA DEVELOPMENT COMPANY SUBDIVISION, RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA IN PLAT BOOK 3, PAGES 60 TO 63; LESS ROADWAYS AS BY ORDER OF TAKING FILED SEPTEMBER 29, 1970 AND RECORDED IN OR BOOK 1311, PAGE 975 OF SAID PUBLIC RECORDS.

PARCEL 272711-000000-022140 (PER OR BK 11787 PGS 2142-2143)
S1/2 OF SE1/4 OF SE1/4 LESS W 1210 FT & SE1/4 OF SW1/4 OF SE1/4 LESS W 30 FT & LESS E 230 FT & LESS S 15 FT FOR RD R/W SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-734500-042500 (PER OR BK 10988 PGS 1417-1418)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 28 IN SW1/4 & VACATED 15 FOOT R/W LYING E OF TRACT 25 LESS SNELL CREEK RD SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-024020 (PER OR BK 10988 PGS 1417-1418)
SW1/4 OF SW1/4 OF SE1/4 LESS R/W FOR BIRD RD AS DESC IN OR 9594-1580 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040011 (PER OR BK 11083 PGS 473-475)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS BEG W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 120.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 532.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.23 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 222 FT ALONG E LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 S89-54-10W 981.48 FT ALONG N LINE TO E R/W LINE N 222 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040012 (PER OR BK 11906 PGS 0850-0852)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 1 THRU 3 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89- 47-05E 20 FT TO NLY EXT OF E R/W LINE OF POWERLINE RD PER OR 1303 PG 928 S 342.73 FT ALONG NLY EXT & E R/W LINE TO N LINE OF S 310.55 FT OF TRACTS 1 THRU 3 BEING POB N89-54-10E 981.48 FT ALONG N LINE TO E LINE OF TRACT 3 S00-03-58E 310.55 FT ALONG E LINE TO SE COR TRACT 3 S89-54-10W 981.84 FT ALONG S LINE OF TRACTS 1 THRU 3 TO E R/W LINE N 310.55 FT ALONG E R/W LINE TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-040041 (PER OR BK 11907 PGS 0228-0230)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 PT TRACTS 4 & 5 IN SW1/4 DESC AS COM W1/4 COR OF SEC N89-47- 05E 1001.09 FT TO NLY EXT OF W LINE OF TRACT 4 S00-03-58E 125.45 FT ALONG NLY EXT & W LINE TO N LINE OF S 529.85 FT OF TRACTS 4 & 5 BEING POB N89- 54-10E 657.49 FT ALONG N LINE TO E LINE OF TRACT 5 S00-06-35E 529.85 FT ALONG E LINE TO SE COR TRACT 5 S89-54-10W 657.89 FT ALONG S LINE OF TRACTS 4 & 5 TO SW COR LOT 4 N00-03-58W 529.85 FT ALONG W LINE TRACT 4 TO POB SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-000000-011010 (PER OR BK 08730 PGS 0241-0243)
NE1/4 OF NE1/4 LESS SE1/4 OF NE1/4 OF NE1/4 & LESS BEG NW COR OF NE1/4 OF NE1/4 RUN S 1328.77 FT E 35.52 FT N-01 DEG 05 MIN 45 SEC E 1329.02 FT W 59.22 FT TO POB LESS MAINT R/W & LESS S 430 FT OF E 500 FT OF SW1/4 OF NE1/4 OF NE1/4 & LESS ADDNL R/W PER MB 15 PGS 44-50 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-000000-011040 (PER OR BK 08730 PGS 0241-0243)
SE1/4 OF NE1/4 OF NE1/4 LESS MAINT R/W PER MB 15 PGS 44-50 & BEG NE COR SE1/4 OF NE1/4 RUN W 165.63 FT S TO N R/W ROAD E ALONG R/W 165.63 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 165.63 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 165.59 FT S TO N R/W ROAD E ALONG RD R/W 165.59 FT N TO BEG LESS ADDNL R/W PER MB 15 PGS 44-50 & BEG 331.26 FT W OF NE COR OF SE1/4 OF NE1/4 RUN W 331.27 FT S 16.2 FT TO N R/W ROAD RUN E TO PT 20 FT S OF BEG N 20 FT TO POB LESS SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-024010 (PER OR BK 12103 PGS 1756-1757)
NW1/4 OF SW1/4 OF SE1/4 LESS RD R/W PER MB 4 PG 275-276 & MB 26 PG 1-7 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-000000-023030 (PER OR BK 12103 PGS 1756-1757)
W1/4 OF NW1/4 OF SE1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739006-000010 (PER OR BK 11905 PGS 0999-1001)
REPLAT OF LAKEWOOD HEIGHTS PB 26 PG 15 LOTS 1 THRU 3 ALSO DESC AS FLA DEVELOPMENT CO SUB PB 3 PB 60 TO 63 TRACTS 22 THRU 24 IN NW1/4 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272714-739000-010170 (PER OR BK 11843 PGS 0999-1000)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 17 THRU 19 IN NE1/4 LESS RD R/W PER MB 26 PG 1-7 SECTION 14, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272711-734500-042900 (PER OR BK 11834 PGS 1145-1146)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACT 29 IN SW1/4 SECTION 11, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272722-757000-010200 (PER OR BK 11670 PGS 931-933)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 20 THRU 22 & 27 & 28 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W MORE PART DESC AS: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S0-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

PARCEL 272722-757000-010250 (PER OR BK 11670 PGS 934-936)
FLA DEVELOPMENT CO SUB PB 3 PG 60 TO 63 TRACTS 25 THRU 27 LESS S 10 FT FOR R/W IN NE1/4 & LESS POWER LINE RD R/W & LESS THAT PT LYING WITHIN FOLL DESC: COMM E1/4 COR OF SEC RUN N00-12-03W ALONG E BNDRY OF NE1/4 OF SEC 25 FT S89-53-51W 807.76 FT TO POB CONT S89-53-51W 519.49 FT N00-08-42W 635.94 FT S89-56-07W 330.21 FT N00-20-07W 646.15 FT N89-58-19E 997.08 FT S0-14- 11W 645.51 FT S89-53-51W 213.21 FT S0-06-09E 460.51 FT N89-53-51E 72.75 FT S00-06-09E 175 FT SECTION 22, TOWNSHIP 27 SOUTH, RANGE 27 EAST POLK COUNTY, FLORIDA.

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**APPROX. CDD BOUNDARY**
**AREA - 752.59± AC.**

# SECTION C

# SECTION 1

**RESOLUTION 2022-38**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Crosswinds East Community Development District ("**District**") is a local unit of special- purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Haines City, Florida and unincorporated Polk County, Florida; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

**WHEREAS**, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

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

**SECTION 1.** The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

**SECTION 2.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 3.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 24th day of August 2022.

ATTEST:

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary/Assistant Secretary

_____
Chairperson, Board of Supervisors

**Exhibit A:** Rules of Procedure

**RULES OF PROCEDURE**
**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

**EFFECTIVE AS OF AUGUST 24, 2022**

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**Rule 1.0 General.**

(1) The Crosswinds East Community Development District ("District") was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules ("Rules") is to describe the general operations of the District.

(2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.

(3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.

(4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.**

**Rule 1.1 Board of Supervisors; Officers and Voting.**

(1) Board of Supervisors. The Board of Supervisors of the District ("Board") shall consist of five (5) members. Members of the Board ("Supervisors") appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.

(a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.

(b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.

(c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.

(d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.

(2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.

(a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District's behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable

to attend a meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

(b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.

(c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars ($1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars ($1,000,000) that names the District as an additional insured.

(d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars ($1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars ($1,000,000) that names the District as an additional insured.

(e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.

(f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

(g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.

(3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.

(4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.

(5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.

(6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.

(a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

(b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.

(c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.

(d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 112.3143, 190.006, 190.007, Fla. Stat.**

**Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.**

(1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:

(a) Agenda packages for prior 24 months and next meeting;

(b) Official minutes of meetings, including adopted resolutions of the Board;

(c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;

(d) Adopted engineer's reports;

(e) Adopted assessment methodologies/reports;

(f) Adopted disclosure of public financing;

(g) Limited Offering Memorandum for each financing undertaken by the District;

(h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;

(i) District policies and rules;

(j) Fiscal year end audits; and

(k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

(2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed

as the District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

(3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.

(4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of $0.15 per page for one-sided copies and $0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar ($1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "extensive" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars ($25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce

the requested records. After the request has been fulfilled, additional payments or credits may be due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

(5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.

(6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.

(7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("Coordinator") for the District as required by the Florida Commission on Ethics ("Commission"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("Reporting Individual"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.**

**Rule 1.3 Public Meetings, Hearings, and Workshops.**

(1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week, and shall satisfy the requirement to give at least seven (7) days' public notice stated herein. Each Notice shall state, as applicable:

(a) The date, time and place of the meeting, hearing or workshop;

(b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;

(c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and

(d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 841-5524. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."

(e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based."

(f) The following or substantially similar language: "The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record."

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District's website at least seven (7) days before each meeting, hearing, or workshop.

(2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.

(3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential and any confidential and exempt information, shall be available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as "meeting materials" shall not convert such materials into "meeting materials." For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

Call to order
Roll call
Public comment
Organizational matters
Review of minutes
Specific items of old business
Specific items of new business
Staff reports
- (a) District Counsel
- (b) District Engineer
- (c) District Manager
  1. Financial Report
  2. Approval of Expenditures

Supervisor's requests and comments

Public comment
Adjournment

(4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.

(5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.

(6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.

(7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.

(8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

(9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting

notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.

(10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.

(11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.

(12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:

(a) The Board identifies on the record at the original meeting a reasonable need for a continuance;

(b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and

(c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.

(13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson

announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

(14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.**

**Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse**

(1) Internal Controls. The District shall establish and maintain internal controls designed to:

(a) Prevent and detect "fraud," "waste" and "abuse" as those terms are defined in section 11.45(1), Florida Statutes; and
(b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
(c) Support economical and efficient operations; and
(d) Ensure reliability of financial records and reports; and
(e) Safeguard assets.

(2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: § 218.33(3), Fla. Stat.**

**Rule 2.0 Rulemaking Proceedings.**

(1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A "rule" is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District ("Rule"). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.

(2) Notice of Rule Development.

(a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.

(b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.

(3) Notice of Proceedings and Proposed Rules.

(a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific. The notice shall include a summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing

by submitting a written request within twenty-one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

(b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule shall be available for inspection and copying by the public at the time of the publication of notice.

(c) The notice shall be mailed to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to such mailing, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing.

(4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.

(5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. Not later than sixty (60) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.

(6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:

(a) The text of the proposed rule, or any amendment or repeal of any existing rules;

(b) A detailed written statement of the facts and circumstances justifying the proposed rule;

(c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and

(d) The published notice.

(7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.

(8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of emergency rules shall be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District and otherwise complies with these provisions.

(9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation in the county in which the District is located.

(10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:

(a) The texts of the proposed rule and the adopted rule;

(b) All notices given for a proposed rule;

(c) Any statement of estimated regulatory costs for the rule;

(d) A written summary of hearings, if any, on the proposed rule;

(e) All written comments received by the District and responses to those written comments; and

(f) All notices and findings pertaining to an emergency rule.

(11) Petitions to Challenge Existing Rules.

(a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.

(b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.

(c) The petition shall be filed with the District. Within 10 days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within 30 days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.

(d) Within 30 days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.

(e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:

(i) Administer oaths and affirmations;

(ii) Rule upon offers of proof and receive relevant evidence;

(iii) Regulate the course of the hearing, including any pre-hearing matters;

(iv) Enter orders; and

(v) Make or receive offers of settlement, stipulation, and adjustment.

(f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.

(12) Variances and Waivers. A "variance" means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A "waiver" means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:

(a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.

(b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District's Rule. Each petition shall specify:

(i) The rule from which a variance or waiver is requested;

(ii) The type of action requested;

(iii) The specific facts that would justify a waiver or variance for the petitioner; and

(iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.

(c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions

raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.

(d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.

(13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

**Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.**
**Law Implemented: §§ 190.011(5), 190.035(2), Fla. Stat.**

**Rule 3.0 Competitive Purchase.**

(1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.

(2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.

(3) Definitions.

(a) "Competitive Solicitation" means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.

(b) "Continuing Contract" means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars ($2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars ($200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.

(c) "Contractual Service" means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.

(d) "Design-Build Contract" means a single contract with a Design-Build Firm for the design and construction of a public construction project.

(e) "Design-Build Firm" means a partnership, corporation or other legal entity that:

(i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or

(ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.

(f) "Design Criteria Package" means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District's Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.

(g) "Design Criteria Professional" means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.

(h) "Emergency Purchase" means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds

that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

(i) "Invitation to Bid" is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.

(j) "Invitation to Negotiate" means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.

(k) "Negotiate" means to conduct legitimate, arm's length discussions and conferences to reach an agreement on a term or price.

(l) "Professional Services" means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.

(m) "Proposal (or Reply or Response) Most Advantageous to the District" means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:

(i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;

(ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and

(iii) For a cost to the District deemed by the Board to be reasonable.

(n) "Purchase" means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.

(o) "Request for Proposals" or "RFP" is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

(p) "Responsive and Responsible Bidder" means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. "Responsive and Responsible Vendor" means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:

(i) The ability and adequacy of the professional personnel employed by the entity/individual;

(ii) The past performance of the entity/individual for the District and in other professional employment;

(iii) The willingness of the entity/individual to meet time and budget requirements;

(iv) The geographic location of the entity's/individual's headquarters or office in relation to the project;

(v) The recent, current, and projected workloads of the entity/individual;

(vi) The volume of work previously awarded to the entity/individual;

(vii) Whether the cost components of the bid or proposal are appropriately balanced; and

(viii) Whether the entity/individual is a certified minority business enterprise.

(q) "Responsive Bid," "Responsive Proposal," "Responsive Reply," and "Responsive Response" all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.**

**Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.**

(1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, "Project" means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.

(2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm's qualification submittal:

(a) Hold all required applicable state professional licenses in good standing;

(b) Hold all required applicable federal licenses in good standing, if any;

(c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and

(d) Meet any qualification requirements set forth in the District's Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

(3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has the

right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

(a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:

(i) The ability and adequacy of the professional personnel employed by each consultant;

(ii) Whether a consultant is a certified minority business enterprise;

(iii) Each consultant's past performance;

(iv) The willingness of each consultant to meet time and budget requirements;

(v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;

(vi) The recent, current, and projected workloads of each consultant; and

(vii) The volume of work previously awarded to each consultant by the District.

(b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.

(c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

(d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

(a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.

(b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."

(c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.

(d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.

(8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.**

**Rule 3.2 Procedure Regarding Auditor Selection.**

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

(1) Definitions.

(a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

(b) "Committee" means the auditor selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Auditor Selection Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

(a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and

(iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

(b) Evaluation Criteria. The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:

(i) Ability of personnel;

(ii) Experience;

(iii) Ability to furnish the required services; and

(iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

(4) Public Announcement. After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.

(5) Request for Proposals. The Committee shall provide interested firms with a Request for Proposals ("RFP"). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee

determines is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals.

(6) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.

(7) Board Selection of Auditor.

(a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.

(c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.

(d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

(8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:

(a) A provision specifying the services to be provided and fees or other compensation for such services;

(b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;

(c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;

(d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.

(e) Provisions required by law that require the auditor to comply with public records laws.

(9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.**

**Rule 3.3 Purchase of Insurance.**

(1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.

(2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:

(a) The Board shall cause to be prepared a Notice of Invitation to Bid.

(b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.

(c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.

(d) Bids shall be opened at the time and place noted in the Invitation to Bid.

(e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.

(f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.

(g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee premium stability may be considered. A contract to purchase

insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

(h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: § 112.08, Fla. Stat.**

**Rule 3.4 Pre-qualification**

(1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.

(2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:

(a) The Board shall cause to be prepared a Request for Qualifications.

(b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.

(c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars ($250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars ($250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars ($500,000).

(d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.

(e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or

responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

(g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.

(h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.

(i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.

(j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(3) Suspension, Revocation, or Denial of Qualification

(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:

i. One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.

ii. Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.

iii. The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.

iv. The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.

v. The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

vi. The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.

vii. The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.

viii. The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.

ix. The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.

x. The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.

xi. An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.

xii. The vendor or affiliate(s) has been convicted of a contract crime.

1. The term "contract crime" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.

2. The term "convicted" or "conviction" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

(b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.

(c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.

(d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.

(e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

i. Impacts on project schedule, cost, or quality of work;

ii. Unsafe conditions allowed to exist;

iii. Complaints from the public;

iv. Delay or interference with the bidding process;

v. The potential for repetition;

vi. Integrity of the public contracting process;

vii. Effect on the health, safety, and welfare of the public.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.**

**Rule 3.5 Construction Contracts, Not Design-Build.**

(1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars ($500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, hand delivery, facsimile, or overnight delivery service.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in

accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.

(i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.

(3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.

(4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.

(6) Exceptions. This Rule is inapplicable when:

(a) The project is undertaken as repair or maintenance of an existing public facility;

(b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;

(c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

(d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.**

**Rule 3.6 Construction Contracts, Design-Build.**

(1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:

(2) Procedure.

(a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.

(b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.

(c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.

(i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.

(ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars ($500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.

2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:

    a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;

    b. Hold all required applicable federal licenses in good standing, if any;

    c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;

    d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

    Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.

5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.

6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.

7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the

Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.

9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.

10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

(3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified

Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.

(5) Exceptions. This Rule is inapplicable when:

(a) The project is undertaken as repair or maintenance of an existing public facility;

(b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;

(c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or

(d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.**

**Rule 3.7 Payment and Performance Bonds.**

(1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.

(2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of $200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.

(3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding $200,000, the contractor may be exempted from executing a payment and performance bond.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: § 255.05, Fla. Stat.**

**Rule 3.8 Goods, Supplies, and Materials.**

(1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of "goods, supplies, and materials" do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the

lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

(i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct

purchase of the goods, supplies, and materials without further competitive selection processes.

(3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.

(4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.

(5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.

(6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.**

**Rule 3.9 Maintenance Services.**

(1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

(i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.

(3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.

(4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.

(5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

**Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.**
**Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.**

**Rule 3.10 Contractual Services.**

(1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.

(2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.**

**Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.**

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

(a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

(b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

(c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3,

3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

(d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.

(2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.

(3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via facsimile, United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.

(4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:

(a) Administer oaths and affirmations;

(b) Rule upon offers of proof and receive relevant evidence;

(c) Regulate the course of the hearing, including any pre-hearing matters;

(d) Enter orders; and

(e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

(5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.

(6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.

(7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: § 190.033, Fla. Stat.**

**Rule 4.0 Effective Date.**

These Rules shall be effective [Date], except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

**Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.**
**Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.**

# SECTION VI

**RESOLUTION 2022-39**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2023; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Crosswinds East Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within the City of Haines City, Florida and unincorporated Polk County, Florida; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

**WHEREAS**, the Board desires to adopt the Fiscal Year 2022/2023 annual meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1**. The Fiscal Year 2022/2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

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

**PASSED AND ADOPTED** this 24th day of August 2022.

ATTEST:

**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**

_____
Secretary / Assistant Secretary

_____
Chairperson, Board of Supervisors

**Exhibit A**: Fiscal Year 2022/2023 Annual Meeting Schedule

**Exhibit A: Fiscal Year 2022/2023 Annual Meeting Schedule**

**BOARD OF SUPERVISORS MEETING DATES**
**CROSSWINDS EAST COMMUNITY DEVELOPMENT DISTRICT**
**FISCAL YEAR 2022/2023**

The Board of Supervisors of the Crosswinds East Community Development District will hold their regular meetings for Fiscal Year 2022-2023 on the 4th Wednesday of each month, at the 346 E. Central Ave., Winter Haven, Florida 33880, at 10:00 a.m., unless otherwise indicated as follows:

**October 26, 2022**
**November 23, 2022**
**December 28, 2022**
**January 25, 2023**
**February 22, 2023**
**March 22, 2023**
**April 26, 2023**
**May 24, 2023**
**June 28, 2023**
**July 26, 2023**
**August 23, 2023**
**September 27, 2023**

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Governmental Management Services – Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801 or by calling (407) 841-5524.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

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

District Manager

# SECTION VII

REQUEST FOR QUALIFICATIONS

# ENGINEERING SERVICES

## Crosswinds East Community Development District

AUGUST 15, 2022

Dewberry®


**SUBMITTED BY**
Dewberry Engineers Inc.
800 North Magnolia Avenue, Suite 1000
Orlando, Florida 32803

**SUBMITTED TO**
Attention: Governmental Management Services - Central, Florida LLC, c/o Jill Burns (District Manager's Office)
219 E. Livingston Street
Orlando, Florida 32801

Dewberry

Dewberry Engineers Inc.
800 N. Magnolia Ave, Suite 1000
Orlando, FL 32803

407.843.5120
407.649.8664 fax
www.dewberry.com

August 15, 2022

Attn: Governmental Management Services -
Central Florida LLC
219 E. Livingston Street
Orlando, Florida 32801

**RE: Request for Qualifications (RFQ) for Engineering Services for Crosswinds East Community Development District**

Dear Ms. Burns,

Our firm has put together a strong, focused, and experienced team to deliver each task under this contract efficiently and effectively. Dewberry has served as the District Engineer for over 50 Community Development Districts (CDDs) in Florida, which allows us to provide Crosswinds East with the unique experience, familiarity, and understanding of the type of services that will be requested.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, allowing us to bring expertise, qualifications, and resources to clients throughout the state. Dewberry's depth of professional resources and expertise touches every aspect of the District's ongoing needs. From 200 acres to close to 10,000 acres, we offer the District a solid team built on past experience to efficiently address the associated scope of work, as well as the added depth of services involving engineering, environmental, surveying, and construction management for a full service approach.

We have extensive knowledge and understanding of Crosswinds East and are able to provide the specific assignments noted in your RFQ. We understand the needs of the District because we are currently the Interim District Engineers.

Dewberry currently has no conflicts with any homebuilder within Crosswinds East. Although our past history with numerous CDDs speaks for itself, we are committed to proving ourselves as a valuable partner to provide engineering services to Crosswinds East.

It would be our privilege to serve as the District Engineer. We appreciate this opportunity to provide information about our capabilities and welcome the possibility to personally expand upon them.

Sincerely,

**Rey Malave, PE**
Associate Vice President
321.354.9656 | rmalave@dewberry.com

# **SECTION 1:** Standard Form 330

# ARCHITECT – ENGINEER QUALIFICATIONS
## PART I – CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

**Request for Qualifications for Engineering Services for Crosswinds East CDD** (Polk County, FL)

| 2. PUBLIC NOTICE DATE | 3. SOLICITATION OR PROJECT NUMBER |
|---|---|
| August 1, 2022 | 783901 |

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE
Rey Malavé, PE, Associate Vice President

5. NAME OF FIRM
Dewberry Engineers Inc.

| 6. TELEPHONE NUMBER | 7. FAX NUMBER | 8. EMAIL ADDRESS |
|---|---|---|
| 321.354.9656 | 407.649.8664 | rmalave@dewberry.com |

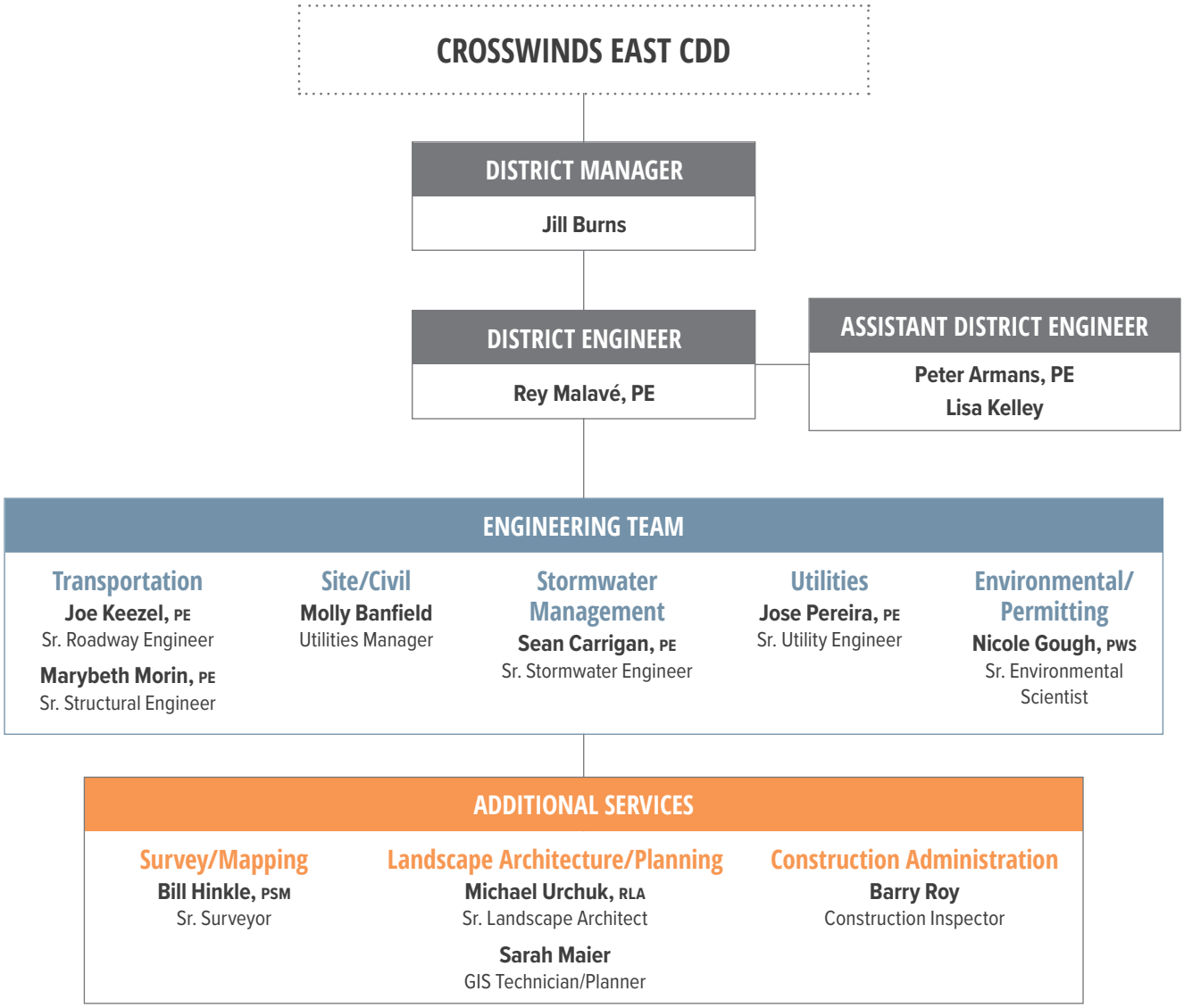
### C. PROPOSED TEAM
*(Complete this section for the prime contractor and all key subcontractors.)*

| | (Check) PRIME | J-V PARTNER | SUBCON-TRACTOR | 9. FIRM NAME | 10. ADDRESS | 11. ROLE IN THIS CONTRACT |
|---|---|---|---|---|---|---|
| a. | X | | | **Dewberry Engineers Inc.**<br>X CHECK IF BRANCH OFFICE | 800 North Magnolia Avenue, Suite 1000<br>Orlando, FL 32803 | District Engineer; Assistant District Engineer; Transportation; Stormwater Management; Water/ Wastewater; Environmental Permitting; Surveying and Mapping; Landscape Architecture/ Planning; Construction Administration |

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

X *(Attached)*

## D. ORGANIZATIONAL CHART OF PROPOSED TEAM




"OUR TEAM'S EXPERIENCE AND COMMITMENT WILL PROVIDE CROSSWINDS EAST CDD WITH THE CONSISTENT, QUALITY SERVICES REQUIRED TO SUCCESSFULLY SERVE THIS CONTRACT."

**– REY MALAVE, PE**
DISTRICT ENGINEER

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Rey Malavé, PE** | District Engineer | 43 | 43 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| MBA/Business Administration; BS/Civil Engineering | FL Professional Engineer #31588 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Rey Malavé has 43 years of experience in civil engineering design and a diversified background in the design and permitting of municipal infrastructure systems. His areas of expertise include stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and design of numerous large, complex projects for both public and private clients. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies, including the Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Southwest Florida Water Management District (SWFWMD), and other local agencies.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*: **Dowden West CDD** (Orlando, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**District Engineer.** Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

**b.**

(1) TITLE AND LOCATION *(City and State)*: **Westside Haines City CDD** (Winter Haven, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**District Engineer.** The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages. Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permiting, recreational facilities, and infrastructure review reports.

**c.**

(1) TITLE AND LOCATION *(City and State)*: **Deer Run CDD** (Bunnell, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**District Engineer.** Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs, and specifications for water management systems and facilities, water and sewer systems and facilities, roads, landscaping, recreational facilities, and street lighting.

**d.**

(1) TITLE AND LOCATION *(City and State)*: **Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Sarasota and Manatee County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**District Engineer.** Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, hospital and medical center, three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trail, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Peter Armans, PE** | Assistant District Engineer | 13 | 3 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Civil Engineering | FL Professional Engineer #87064; OSHA Construction Safety 10 Hour; Erosion & Sediment Control Certified |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Peter Armans has 13 years of experience in the planning, design, rehabilitation, condition assessment, and construction management of water distribution systems, sewer conveyance systems, and stormwater management systems. He provides oversight and review for various inspection technologies and methodologies and has in-depth experience with scoping, budgeting, advertising, and negotiating construction activities and contracts.

### 19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION *(City and State)* | (2) YEAR COMPLETED PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* | (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE | X Check if project performed with current firm |
|---|---|---|---|---|---|
| a. | **VillaSol CDD** (Osceola County, FL) | Ongoing | N/A | **Construction Inspector.** As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and inspection services. | X |
| b. | **Country Greens CDD (Sorrento Springs Planned Development)** (Sorrento, FL) | 2022 | N/A | **Construction Inspector.** Sorrento Springs is a 680-acre planned development within the Country Greens CDD in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contains 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate, and maintain infrastructure to support the Sorrento Hills community. Our firm provided master planning for the community, which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with the City of Eustis and Lake County, and approval of all development and construction activities. | X |
| c. | **Viera East CDD** (Brevard County, FL) | Ongoing | N/A | **Construction Inspector.** Viera has 2,000 single-family units, 900 multi-family units, and over 20,000 square feet of commercial and retail space. With over 600 acres of existing on-site wetlands and lakes, Dewberry permitted the stormwater drainage and wetland modifications of the master stormwater system that consisted of lakes and wetlands to provide storage through the St. Johns River Water Management District (SJRWMD) and Brevard County. As District Engineer, our services include civil engineering, environmental/permitting, planning, surveying, and construction administration. | X |
| d. | **Deer Run CDD** (Bunnell, FL) | Ongoing | Ongoing | **Construction Inspector.** Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services include attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting. | X |
| e. | **Highland Meadows CDD** (Polk County, FL) | Ongoing | Ongoing | **Construction Inspector.** Highland Meadows is a 263.5 acre master planned, residential community located in the city of Davenport in Polk County. The Development is approved as a planned development for 222 single-family unit community. | X |

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Lisa Kelley, JD** | Assistant District Engineer | 26 | 1 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| JD, Environmental Law, BS, Environmental Resources Management and Planning | Florida Bar - #0090737 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Lisa is a collaborative leader focused on relationships, objectives, and results. Utilizing over 25 years of environmental and leadership experiences, is dedicated to producing high quality results that align with the strategic visions. Problem solver with a focus on building relationships. Proven ability to direct complex projects from concept to full implementation. Recognized for robust can-do attitude, model work ethic, strong analytical and reasoning skills.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Polk County, Capacity Analysis Report** (Polk County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2022
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Manager.** Prepared a FDEP required analysis of flow and nutrient loading at the plant. Report also included population and wastewater flow projections using NERUSA Master Plan, PCU Summary reports, and the CFWI Regional water supply projections. The CAR was produced on-budget and ahead of schedule.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**Polk County Utilities, Water Resources Coordination** (Polk County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Manager.** Lisa plans and facilitates water resources coordination meetings. Additionally, she assists the County with permitting and regulatory compliance as needed.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**St. Johns River Water Management District** (SJRWMD)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2021
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Assistant Executive Director, Chief of Staff, and Office Director.** Lisa planned and directed all administrative, financial, and operational activities. Managed programs and policies districtwide and directly led the Regulatory Division, Real Estate Services Program, Financial Services, Human Resources, Communications, Information Technology, Transportation, Facilities, Fleet, Safety, Business and Administrative Services, Ombudsman/Risk Management, and the Emergency Operations Center. Served as an agency liaison at all levels of local government, with stakeholder groups, and with other interested parties. District spokesperson at meetings, events, ceremonies, and with the media. Served as Acting Executive Director when necessary.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Florida Department of Environmental Protection**

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2015
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Assistant District Director, Environmental Administrator, Environmental Manager, and Environmental Specialist.** Lisa assisted with the overall management of district. Oversaw targeted outreach, compliance and enforcement activities and enforcement matters. Directed informal conferences and settlement negotiations. Designed a compliance program to create statewide consistency. Implemented new policies and procedures focused on improving service, increasing efficiencies, and reducing costs. Led peers to develop a statewide workplan that included policy and legislative negotiations. Ensured quick and accurate communication with elected officials. Coordinated with local governments, regional planning councils, and agencies on multi-agency projects. Spearheaded media and public relation inquiries as spokesperson for district as well as managed communication endeavors and governmental affairs. Conducted various regulatory inspections. Partnered with local environmental agencies to facilitate communication and information exchange and coordinated joint inspections. Maintained extensive knowledge of federal and state environmental laws, rules, and regulations. Administered drinking water Lead and Copper program and spearheaded implementation of federal consumer confidence report (CCR) program.

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Joe Keezel, PE** | Senior Roadway Engineer | 26 | 6 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Environmental Engineering | FL Professional Engineer #57501 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Joe Keezel has more than 25 years of experience designing major transportation systems and thoroughfares, working primarily on FDOT projects. He has managed several major highway projects, including a capacity project that widened a rural four-lane state highway to an urban six-lane section; replaced twin bridges; and updated drainage, signing, pavement markings, and signals. He was Project Manager for two districtwide contracts and prepared construction documents for more than 10 resurfacing, restoration, and rehabilitation projects ranging from two-lane rural to multi-lane urban. Joe also prepared several designs with limited survey using as-built plans, right-of-way (ROW) maps and SLD's, and prepared several projects with SMART plans and letter sets, all of which have been constructed with no claims.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Manatee, County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Senior Roadway Engineer.** As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**West Villages Improvement District** (Sarasota County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Senior Roadway Engineer.** The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District Five, Continuing Engineering Services, Roadway Design** (Multiple Counties, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2020
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Project Manager.** Through our continuing services contract with District Five, Dewberry's task work orders included intersection improvements, resurfacing, lighting, signalization, and all tasks associated with highway design projects. Our traffic design services included signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Central Florida Expressway Authority (CFX), General Engineering Consultant** (Multiple Counties, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Senior Roadway Engineer.** Dewberry currently serves as a general engineering consultant to the CFX. In order to support the delivery of CFX's $3.2 billion, five-year work plan, the scope of services that Dewberry is performing as the general engineering consultant are categorized into seven tasks: bond financing support, engineering/design support, planning support, maintenance program support, general planning, work plan support, and multimodal/transit support.

**e.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District One, I-4 Beyond the Ultimate, Segment 5** (Polk County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Lead Roadway Engineer.** This segment is a 4.5-mile section from west of State Road (SR) 25/US 27 to west of County Road (CR) 532 (Polk/Osceola County Line) in Polk County, including the US 27 Interchange. The proposed I-4/US 27 interchange is a full service partial cloverleaf interchange with loop ramps in the northwest and southeast quadrants. Eleven new bridges, substantial modifications to the ramp terminal intersections, and improvements along US 27 are proposed.

## 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 | |
|---|---|---|---|
| | | a. TOTAL | b. WITH CURRENT FIRM |
| **Marybeth Morin, PE** | Senior Structural Engineer | 26 | 24 |

15. FIRM NAME AND LOCATION *(City and State)*

Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Civil Engineering | FL Professional Engineer #57547 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Marybeth Morin has 25 years of experience in structural design of transportation structures. She is responsible for the design and plans production of projects from the preliminary stages to final design. These projects include minor grade separations, water crossings, and interchanges. She has experience in AASHTO and Florida I-Beam girders, precast-prestressed slab units and steel I-girders. She also has experience in alternatives development, design-build work, and miscellaneous structures. Miscellaneous structures include sign structure, mast arm, noise, buffer and retaining wall, box culvert, and strain pole foundation design. Marybeth is responsible for project design, coordination, and plans production.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*: **Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2019 — CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Structural Engineer.** Live Oak Lake CDD is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center. Marybeth was responsible for the design and overseeing the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. The bridge is a single span FIB-36 with spread footing, which reduces vibration and cost, MSE walls with concrete drainage ditch, and splash pads for run off. The bridge utilizes a custom railing with stone veneer, architectural finishes, and custom planters for a high level aesthetic result.

**b.**

(1) TITLE AND LOCATION *(City and State)*: **Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Manatee County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing — CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Structural Engineer.** As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

**c.**

(1) TITLE AND LOCATION *(City and State)*: **CFX, Wekiva Parkway** (Orange County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2015 — CONSTRUCTION *(If applicable)*: 2017

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Structural Engineer.** The Wekiva Parkway (SR 429) an alignment, high-speed, limited access facility in northwest Orange County. Segment 203 extends from just north of Ponkan Road to north of Kelly Park Road, a distance of approximately 2.2 miles. The project included bridge structures over the Lake Victor floodplain, a future access road, and Kelly Park Road. A partial cloverleaf interchange was provided at Kelly Park Road. The project included modifications to several local arterials and off-site stormwater management facilities.

**d.**

(1) TITLE AND LOCATION *(City and State)*: **FDOT, Florida's Turnpike Enterprise (FTE), Suncoast Parkway 2, Section 2** (Citrus County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2016 — CONSTRUCTION *(If applicable)*: 2017

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Structural Engineer.** This section of the Suncoast Parkway 2 Project was for the design of a new roadway and is located from south of Grover Cleveland Boulevard to north of CR 486, a distance of approximately 8.5 miles. This alignment project included a major intersection and several county road crossings traversing through heavy wooded areas, borrow pits, and subdivisions. Marybeth was responsible for bridge design and plans production.

## 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 a. TOTAL | 14. YEARS EXPERIENCE b. WITH CURRENT FIRM |
|---|---|---|---|
| **Molly Banfield** | Utilities Manager | 5 | 5 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Civil Engineering | |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Molly is experienced with surveying, site design and drafting. Molly is proficient in Microsoft office, AutoDesk, Auto CAD and Revit.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Deer Run CDD** (Bunnell, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Utilities Engineer.** Dewberry serves as the current District Engineer for this +/- 602 acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities; Water and sewer system and facilities; roads, landscaping, recreational facilities and street lighting.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**Country Greens CDD (Sorrento Springs Planned Development)** (Sorrento, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2022
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Utilities Engineer.** Sorrento Springs is a 680-acre Planned Development within the Country Greens CDD, in Sorrento, Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all “green areas” tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**Viera East CDD** (Brevard County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Utilities Engineer.** Viera is a 2,000 single-family units, 900 multi-family units, and over 20,000 square feet of commercial and retail space. With over 600 acres of existing on-site wetlands and lakes, Dewberry permitted the stormwater drainage and wetland modifications of the master stormwater system that consisted of both lakes and wetlands that provided storage through the SJRWMD and Brevard County. As District Engineer, our services include civil engineering, environmental, permitting, planning, surveying, construction administration.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**VillaSol CDD** (Osceola County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Utilities Engineer.** As District Engineer, Dewberry’s services include stormwater management system design; water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and engineering contract management and inspection services during construction.

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Sean Carrigan, PE** | Senior Stormwater Engineer | 16 | 4 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Civil Engineering | FL Professional Engineer #73041 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Sean Carrigan has 16 years of experience in roadway drainage design, including erosion control, environmental permitting, and Project Development and Environment (PD&E) studies on various roadway projects for FDOT, as well as municipal government clients throughout Florida. Sean's key expertise is in the design of open and closed drainage collection systems, culverts, and stormwater management facilities, performing hydrological/hydraulic analysis for the design and construction of transportation projects, assisting in the coordination and compiling of environmental permitting applications for the approval by permitting agencies. He is skilled in the utilization of MicroStation, ASAD, ICPR, PONDS Modeling, Hy-8, HEC-RAS, GeoHEC-RAS, Culvert Service Life Estimator, Win-TR55, GeoPak Drainage, Corridor Modeling, BMPTRAINS, Bluebeam and Microsoft Office.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**West Villages Improvement District** (Sarasota County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Drainage Engineer.** The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District Five, SR 5 at Matanzas Woods Parkway** (Flagler County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2019; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Drainage Engineer.** Through our continuing services contract with District Five, this project involved the design of a multi-lane roundabout at the intersection of SR 5 (US 1) and Matanzas Woods Parkway. The project also included updating pedestrian features at the intersection.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District Five, SR A1A at SR 520 Intersection Improvements** (Brevard County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2019; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Drainage Engineer.** Through our continuing services contract with District Five, this project improved the intersection for pedestrians and northbound left turning motorists by removing the free flow right turn lanes, realigning the east approach, and extending the northbound dual left turn lanes at the intersection of SR A1A and SR 520 in accordance with PPM Vol I Chapter 25. Also included in the project was the extension of the existing northbound left turn lane at the intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane).

**d.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study** (Manatee County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: Ongoing; CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Drainage Engineer.** This study develops and evaluates complete street improvements along 10th Avenue from Riverside Drive to 17th Street West in the City of Palmetto to enhance multimodal mobility along the corridor. The approximately 1.1-mile study proposes complete street applications such as wider sidewalks, bicycle lanes, multimodal paths, enhanced transit amenities, reconfigured on-street parking, traffic calming measures, streetscaping aesthetics, and stormwater control features.

**e.**

(1) TITLE AND LOCATION *(City and State)*
**FDOT District Five, SR 436 Milling and Resurfacing** (Seminole County, FL)

(2) YEAR COMPLETED — PROFESSIONAL SERVICES: 2019; CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

**Senior Drainage Engineer.** This project involves adding proposed dual left turn lanes at the intersection of SR 436 and Ronald Reagan Boulevard. The purpose of the project is to improve traffic flow, safety, and mobility at the intersection.

## 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 a. TOTAL | 14. YEARS EXPERIENCE b. WITH CURRENT FIRM |
|---|---|---|---|
| **Jose Pereira, PE** | Senior Utility Engineer | 33 | 29 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Panama City, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| MS/Environmental Engineering; BS/Civil Engineering | FL Professional Engineer #82808 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Jose Pereira has 33 years of professional experience in the field of environmental engineering, including the design of water treatment and wastewater collection, pumping, and treatment facilities; pilot-scale and laboratory-scale treatabilities studies; and water and wastewater wet chemistry analysis. He has been actively engaged in the planning, design, construction engineering, and start-up services for numerous municipal wastewater treatment collection, pumping, and treatment systems. Many of these facilities have included innovative treatment processes such as nitrification, de-nitrification, bio-selectors, and other biological nutrient removal. To accommodate new development, Jose has planned and designed entire wastewater collection systems that have included interceptor sewers up to 72 inches in diameter, wastewater pumping facilities, and in-system flow equalization storage basins as large as 16 million gallons.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Manatee County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Engineer.** As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**West Villages Improvement District** (Sarasota County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Engineer.** The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**Highway 390 Water/Wastewater Relocation** (Panama City Beach, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2018
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Manager.** The Panama City Water and Wastewater System Relocation Project included relocation of the city-owned utilities that were in conflict with the proposed improvements and to tie into the proposed utilities for the FDOT Highway 390 Widening Project. The City was required to relocate their water and wastewater infrastructure due to the FDOT Highway 390 widening project. The project included the installation of approximately 4,400 linear feet (LF) of 12 inch, 8 inch, 6 inch and 2 inch water mains, fire hydrants, valves, fittings, and new potable water services.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Wastewater Improvements** (Parker, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2017
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Engineer.** Dewberry worked with the City of Parker to inspect the condition of the city's existing wastewater system and to identify areas that required upgrades and replacement. Dewberry prepared a Facilities Plan with recommendations, projected costs, and priorities for improvements and assisted the City in securing funds through the SRF. The work consisted of design for approximately 7,000 LF of sewer force main replacement, 2,450 LF of directional bores, lift station upgrades, and manhole rehabilitation.

## 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 | |
|---|---|---|---|
| | | a. TOTAL | b. WITH CURRENT FIRM |
| **Nicole Gough, PWS** | Senior Environmental Scientist | 24 | 6 |

15. FIRM NAME AND LOCATION *(City and State)*

Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Parks and Recreation/Resource Management, Specialization in NPS Level II Law Enforcement | Professional Wetland Scientist #2585; FL Certified Prescribed Burn Manager #20144567; FL Certified Pesticide Applicator #PB11275; FL Certified Stormwater Management Inspector #3799; Railroad Worker's Safety Certified; Federal Red Card |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Nicole Gough has 24 years of experience in project management related to ecological evaluation, planning, permitting, and oversight of regional transportation and infrastructure projects, large agricultural projects, and land development. Nicole previously served as a wetlands biologist and regulatory reviewer for both the South Florida Water Management District (SFWMD) and SJRWMD. While working with both private and public entities, Nicole has garnered extensive permitting experience in all aspects of federal, state, and local permitting, including National Pollutant Discharge Elimination System (NPDES). Additional expertise includes threatened and endangered species surveys, wetland determinations, biology, botany, conservation biology, ecology, emergency management, Endangered Species Act compliance for Letter of Map Revision (LOMR)/Conditional Letter of Map Revision (CLOMR), GIS data collection and mapping, preparation of technical specifications and contract documents, and stakeholder coordination/facilitation.

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION *(City and State)* | (2) YEAR COMPLETED: PROFESSIONAL SERVICES | (2) YEAR COMPLETED: CONSTRUCTION *(If applicable)* |
|---|---|---|---|
| a. | **Narcoossee CDD** (Orlando, FL) | Ongoing | N/A |
| b. | **Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL) | Ongoing | N/A |
| c. | **Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Sarasota and Manatee County, FL) | Ongoing | Ongoing |
| d. | **West Villages Improvement District** (Sarasota County, FL) | Ongoing | Ongoing |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

a. **Environmental Scientist.** The Narcoossee CDD is located in Orlando, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres and will construct, operate, and maintain infrastructure to support all of its communities. As the CDD Engineer, our services include engineering evaluations, owner coordination with City of Orlando and Orange County, and approval of all development and construction activities.

b. **Environmental Scientist.** Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.

c. **Environmental Scientist.** Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, hospital and medical center, three different golf courses, an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trail, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.

d. **Environmental Scientist.** The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County.

## 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 | |
|---|---|---|---|
| | | a. TOTAL | b. WITH CURRENT FIRM |
| **Bill Hinkle, PSM** | Survey Manager | 42 | 15 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| N/A | FL Professional Surveyor and Mapper #LS4633 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

William Hinkle, a Transportation Survey Project Manager with Dewberry, has over 41 years in various types of surveying and mapping, including over 19 years with the Florida Department of Transportation (FDOT) in District One. His experience includes right-of-way maps, right-of-way control maps, mitigation site surveys, geodetic surveys, design surveys, right-of-way surveys, subsurface utility engineering surveys, horizontal and vertical control, including utilization of electronic field book, topographic, and construction surveying. William served as District One's Location Surveyor for six years, where his responsibilities included managing three to four District-Wide Surveying and Mapping Contracts, planning, scheduling, supervising, and quality control of 45 plus or minus projects yearly of various right-of-way and design surveys. He supervised and coordinated assignments of the Survey Department's Electronic Survey section and the engineering/land surveying assignments of two to four Department field survey crews.

### 19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION *(City and State)* | (2) YEAR COMPLETED | |
|---|---|---|---|
| | | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| a. | **Dowden West CDD** (Orlando, FL) | Ongoing | N/A |
| b. | **Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL) | Ongoing | N/A |
| c. | **Lakewood Ranch CDDs 1, 2, 4, 5, and 6** (Sarasota and Manatee County, FL) | Ongoing | Ongoing |
| d. | **West Villages Improvement District** (Sarasota County, FL) | Ongoing | N/A |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE — X Check if project performed with current firm

a. **Survey Manager.** Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

b. **Survey Manager.** Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-feet, 70-feet and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.

c. **Survey Manager.** Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, hospital and medical center, three different golf courses, an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trail, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.

d. **Survey Manager.** The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.

## 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 a. TOTAL | b. WITH CURRENT FIRM |
|---|---|---|---|
| **Michael Urchuk, RLA** | Senior Landscape Architect | 32 | 6 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Landscape Architecture | FL Registered Landscape Architect #LA6666675 |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Michael Urchuk has 32 years of experience and has a varied background in landscape architecture and planning. As a Project Manager, he is responsible for coordination across design disciplines and acts as a liaison between the owner, design team, and contractor. He is also responsible for coordinating design efforts and project submittals. Michael's experience as a landscape architect includes retail office, residential, mixed-use, streetscapes, and recreational uses as well as hardscape and irrigation design. Hardscape designs include corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas. Michael also provides construction administration services on multiple levels to include shop drawing and RFI review, field reports, final punch lists, and on-site project coordination meeting.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Landscape Architect.** Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**VillaSol CDD** (Osceola County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Landscape Architect.** As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and engineering contract management and inspection services during construction.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**Osceola County Fire Training Facility** (Osceola County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2019
CONSTRUCTION *(If applicable)*: 2019

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Landscape Architect.** This project included the design of a new Fire Training Facility for the Osceola County Fire Department. Located on approximately 11 acres, site elements include an Open Air Training Course, a 9,500 square feet fire station with three fire bays, fire station training building, burn tower, and several shaded pavilions.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Lancaster Park East** (St. Cloud, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Landscape Architect.** This project consists of 461 single family units and community facilities. Dewberry was tasked with designing and permitting the site layout, stormwater management facilities, utilities, grading, drainage, easement vacations, Federal Emergency Management Agency (FEMA), CLOMR and LOMR approvals. Dewberry provided planning and entitlements, landscape/hardscape design, site/civil engineering, and construction administration.

**e.**

(1) TITLE AND LOCATION *(City and State)*
**CFX, Roadway Operations Facility** (Orlando, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE
X Check if project performed with current firm

**Landscape Architect.** As the General Engineering Consultant to CFX, Dewberry has provided both architectural and civil engineering services for the CFX Roadway Operations Facility. The new facility includes a 6,500 square foot office building, fueling station, small vehicle maintenance bays, warehouse, three enclosed storage buildings totaling 23,000 square feet, and laydown yard.

## 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 | |
|---|---|---|---|
| | | a. TOTAL | b. WITH CURRENT FIRM |
| **Sarah Maier** | GIS Technician/Planner | 19 | 17 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Engineering | N/A |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Sarah Maier has experience in development entitlements for a variety of land uses and project sizes, including Developments of Regional Impact (DRIs), comprehensive policy plan amendments, zonings, planned developments, and conceptual land use planning. Sarah's responsibilities have ranged from policy and code amendments, GIS analyses as it pertains to land use planning and growth forecasting, and includes projects involving commercial, industrial, residential, and mixed uses.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL)

| (2) YEAR COMPLETED | |
|---|---|
| PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| Ongoing | Ongoing |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Planner/GIS Technician.** Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake CDD. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**Dowden West CDD** (Orlando, FL)

| (2) YEAR COMPLETED | |
|---|---|
| PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| Ongoing | N/A |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Project Planner/GIS Technician.** Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**Deer Run CDD** (Bunnell, FL)

| (2) YEAR COMPLETED | |
|---|---|
| PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| Ongoing | Ongoing |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**GIS Technician**. Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Country Greens CDD (Sorrento Springs Planned Development)** (Sorrento, FL)

| (2) YEAR COMPLETED | |
|---|---|
| PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| 2022 | N/A |

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**GIS Technician.** Sorrento Springs is a 680-acre planned development within the Country Greens CDD, in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, an 18-hole golf course, and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.

## 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 | |
|---|---|---|---|
| | | a. TOTAL | b. WITH CURRENT FIRM |
| **Barry Roy** | Construction Inspector | 38 | 38 |

15. FIRM NAME AND LOCATION *(City and State)*
Dewberry Engineers Inc. (Orlando, FL)

| 16. EDUCATION *(Degree and Specialization)* | 17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)* |
|---|---|
| BS/Environmental Engineering | N/A |

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Barry Roy is responsible for all construction management and administration activities of the firm's Central Florida operations. He has more than 38 years of diversified experience in public and private waterworks, sewage, roadway, and drainage construction projects. Barry is experienced in the construction of water and wastewater transmission mains, trunk gravity sewers, master pumping stations, stormwater management systems, street drainage systems, roadways, and associated structures. He routinely performs cost estimating, construction inspections, value engineering, quality control, construction administration, and prepares contract documents and bid packages. He is able to translate this experience into the successful completion of projects.

### 19. RELEVANT PROJECTS

**a.**

(1) TITLE AND LOCATION *(City and State)*
**Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Construction Manager.** Live Oak Lake CDD (Twin Lakes Development) is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake CDD. Phases 1 – 8 consists of a mix of 50-foot, 70-foot and duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.

**b.**

(1) TITLE AND LOCATION *(City and State)*
**Country Greens CDD (Sorrento Springs Planned Development)** (Sorrento, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: 2022
CONSTRUCTION *(If applicable)*: N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Construction Manager.** Sorrento Springs is a 680-acre planned development within the Country Greens CDD, in Lake County, Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, an 18-hole golf course, and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park area that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our services included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.

**c.**

(1) TITLE AND LOCATION *(City and State)*
**Highland Meadows CDD** (Polk County, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Construction Manager.** Highland Meadows is a 263.5-acre master planned, residential community located in the city of Davenport in Polk County. The Development is approved as a planned development for 222 single-family unit community. Dewberry services included civil engineerin, construction estimates and administration, coordination of environmental, jurisdictional lines, and permitting, due diligence, permitting, planning, landscaping plans, and surveying.

**d.**

(1) TITLE AND LOCATION *(City and State)*
**Deer Run CDD** (Bunnell, FL)

(2) YEAR COMPLETED
PROFESSIONAL SERVICES: Ongoing
CONSTRUCTION *(If applicable)*: Ongoing

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

**Construction Manager.** Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities, and street lighting.

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#1**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Dowden West CDD** (Orlando, FL) | Ongoing | N/A |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Government Management Services | George Flint | 407.841.5524 |

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

- **COST** $500,000 (Consultant Fees to Date)
- **SERVICES**
  Boundary Surveys
  Environmental/Permitting
  Landscape Architecture
  Roadway Design/Improvements
  Stormwater Management
  Topographic Surveys
  Tree Surveys
  Utility Design

Dowden West is a 736.28-acre master planned, residential community with 1,446 residential units located in the City of Orlando. The development is 10 villages within the approved planned development for Starwood, which encompasses approximately 2,558 acres and is entitled for 4,400 residential units.

As District Engineer, we have been responsible for providing the master utility design for the water, sewer, and reuse systems, in addition to master stormwater modeling for an approximately 6,500-acre watershed that the Dowden West CDD. This modeling was used for both stormwater management design and FEMA floodplain determination.

Other services include landscape architecture design for the common open spaces and community parks, the design of community roads that also include the extension of the four-lane Dowden Road through the community, and boundary surveys, topographic surveys, tree surveys, and other additional surveys as needed.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#2**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Lakewood Ranch CDD 1, 2, 4, 5, and 6** (Sarasota and Manatee County, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Lakewood Ranch CDD | Steve Zielinski | 941-907-0202 Ext 229 |

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

- **COST** $906,730 (Consultant Fees to Date)
- **SERVICES**
  - Civil Engineering
  - Compliance Monitoring
  - Construction Estimates and Administration
  - Coordination and Monitoring of Environmental Jurisdictional Areas through Permitting Agencies
  - Design Evaluations and Analysis
  - Drainage/Stormwater Management
  - Monthly Board Meeting Attendance
  - Permitting
  - Planning
  - Surveying
  - Utilities

Lakewood Ranch is an unincorporated 31,000-acre master planned community located on Florida's Gulf Coast in Sarasota and Manatee Counties, established in 1995. The five CDDs we serve cover an 8,500-acre community within the larger Lakewood Ranch Development. The overall development contains A-rated schools, shopping, business parks, hospital and medical center, golf courses, athletic centers, aquatics, and lighted tennis courts.

As the CDD Engineer for the five CDD's, Dewberry's services include engineering, surveying, permitting, owner coordination with the County's review, and approval of construction activities. Dewberry's services also include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues including signalization with County officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc.. | Sarasota, FL | District Engineer |

| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT *(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)* | 20. EXAMPLE PROJECT KEY NUMBER **#3** |
|---|---|

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Westside Haines City CDD** (Winter Haven, FL) | Ongoing | Ongoing |

23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Government Management Services | Jillian Burns | 407.841.5524 ex. 115 |

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

The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida. The District currently contains approximately 613.43 acres and is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permit, recreational facilities, and infrastructure review reports.

- **COST** $44,500.00 (CONSULTANT FEES TO DATE)
- **SERVICES**
  Civil Engineering
  Permitting
  Roadway Design
  Stormwater Monitoring and Permit
  Recreational Facilities
  Infrastructure Review Reports

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#4**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Highland Meadows CDD** (Polk County, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Rizette & Company, Inc | Richard Hernandez | 407.472.2471 Ext. 0864 |

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

- **COST** $350,000 (CONSULTANT FEES)
- **SERVICES**
  - Civil Engineering
  - Construction Estimates and Administration
  - Coordination of Environmental
  - Jurisdictional Lines and Permitting
  - Due Diligence
  - Permitting
  - Planning
  - Landscaping Plans
  - Surveying

Highland Meadows is a 263.5-acre master planned, residential community located in the city of Davenport in Polk County. The development is approved as a planned development for 222 single-family unit community. The CDD is located on the south side of County Road 547 - Holly Hill Road and the north side of Olsen Road. The community consists of CDD owned roadways, stormwater ponds and conservation areas. Dewberry has provided services to the District in the review and repair of roadways, stormwater systems, street signage, and landscape architecture improvements. We have assisted in the bidding and construction of the many infrastructure facilities within the community.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, construction estimates and administration, coordination of environmental, jurisdictional lines and permitting, due diligence, permitting, planning, landscaping plans, and surveying.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#5**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Narcoossee CDD** (Orlando, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Government Management Services | Jason Showe | 407.841.5524 |

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

The Narcoossee CDD is located in Orange County, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres. We will provide services as needed for the construction and will operate and maintain infrastructure to support all of its communities.

Dewberry is the CDD Engineer for this project. Our services include engineering evaluations, owner coordination with City of Orlando and Orange County, and approval of all development and construction activities.

- **COST** $475,000 (Consultant Fees to Date)
- **SERVICES**
  Civil Engineering
  Construction Administration
  Development Planning
  Infrastructure Review Reports
  Landscape Architecture
  Permitting
  Stormwater Monitoring and Permit Compliance Reports
  Surveying

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#6**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Deer Run CDD** (Bunnell, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Government Management Services | Ernesto Torres | 904.940.5850 ext. 403 |

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

- **COST** $120,000 (Consultant Fees to Date)
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - Landscaping
  - Planning
  - Recreational Facilities
  - Reports and Plans
  - Roadway Design
  - Street Lighting
  - Surveying Designs
  - Water Management Systems and Facilities
  - Water and Sewer Systems

Dewberry serves as the current District Engineer for this +/- 602 acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors.

Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer system and facilities, roads, landscaping, recreational facilities and street lighting, and other community infrastructure provided by the District, as authorized in Chapter 190 F.S.;and affiliated projects to include engineering contract management and inspection services during construction.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT *(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)* | 20. EXAMPLE PROJECT KEY NUMBER **#7** |
|---|---|

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Live Oak Lake CDD (Twin Lakes Development)** (Osceola County, FL) | Ongoing | Ongoing |

23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Governmental Management Services | Jillian Burns | 407.841.5524 ex. 115 |

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

- **COST** $2.1 million (Consultant Fees to Date)
- **SERVICES**
  Assistance with the City Master Upsizing Agreements
  Civil Engineering
  Construction Administration
  Entitlements
  Environmental/Permitting
  Landscape/Hardscape Design
  Maintenance of Traffic Planning
  Planning
  Signal Design
  Surveying

Live Oak Lakes CDD (Twin Lakes Development) is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. The development is situated just east of Hickory Tree Road and west of Live Oak Lake and Sardine Lake in Osceola County. Phases 1 – 8 consists of a mix of 50', 70' and duplex units totaling 2,023 units.

A 42,000+ square foot amenity clubhouse is currently being constructed alongside the oversized pool and cabana area, which includes a bar for food and beverages. The outdoor rec space is under construction just to the south. This area was designed to include bocci ball, pickle ball, horseshoes, tennis courts, and a half basketball court. It also provides walking trails, a boat dock, and a dock for fishing.

In addition to civil engineering services, we also provided roadway design, bridge design, and signal design within the first phase. We were responsible for the roadway widening design of Hickory Tree Road, where services also included drainage and utility extensions. We extended New Nolte Road from the existing intersection east through the first phase of construction. This 150' ROW is master planned to be a four lane divided major collector road in the future. We also designed and oversaw the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. We provided signal design for the New Nolte and Hickory Tree Road Intersection, which also includes golf cart paths and golf cart path crossings at the updated intersection.

Utilities have been master designed for the build out of the development, which will include city master transmission mains for the 24" potable water main and 24" reclaim main, along with five sanitary lift stations to service the phases of the development as they are constructed. Phase 1 of the project utilizes two sanitary lift stations, a portion of the 24" potable and reclaim mains. The first lift station is located on the west side of Hickory Tree Road. The second lift station is located along the extension of Nolte Road east of Hickory Tree Road. This lift station has been designed to accept additional flows from future phases of this development. This lift station pumps into a force main down the Nolte Road extension and connects to the existing 20" force main located within the Hickory Tree ROW.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT *(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)* | 20. EXAMPLE PROJECT KEY NUMBER **#8** |
|---|---|

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **West Villages Improvement District** (Sarasota County, FL) | Ongoing | N/A |

23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Government Management Services | William Crosley, District Manager | 941-244-2805 |

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

- **COST** $52,000.00 (Consultant Fees to Date)
- **SERVICES**
  Water and Sewer Facilities and Infrastructure
  Stormwater Management and Drainage Facilities and Infrastructure
  Roadways,
  Signalization improvements
  Recreational Facilities
  Park improvements
  Governmental Facility Improvements
  Landscape/Hardscape Design
  Signage
  Environmental Services

The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork; water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants); stormwater management and drainage facilities and infrastructure; roadways, signalization improvements, and parking facilities, recreational amenity and park improvements; governmental facility improvements (such as fire stations and police stations); landscaping, hardscaping, and signage, improvements; environmental services; and other similar infrastructure for a mixed-use development.

Additional engineering services may include attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring District projects; overseeing construction and/or acquisition activities; preparation of certifications, documents, and reports in furtherance of District engineering activities; and providing other engineering services as may be authorized by the Board.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |
| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
| b. | Dewberry Engineers Inc. | Sarasota, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#9**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **VillaSol CDD** (Osceola County, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| InfraMark | Robert Koncar | 407.566.4122 |

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

- **COST** $375,000 (Consultant Fees to Date)
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - District Board Meetings
  - Landscape Architecture
  - Planning
  - Recreational Facilities Design
  - Reports and Plans
  - Roadway Design
  - Street Lighting Design
  - Surveying
  - Water Management Systems and Facilities
  - Water and Sewer Systems

VillaSol CDD is located in Osceola County, Florida, which is just minutes from the Orlando International Airport, area attractions and theme parks, and offers amenities like no other community in the area.

Nestled along Boggy Creek, residents have access to a boat dock where they can travel down to East Lake Toho. Resort style amenities include tennis court, basketball court, clubhouse, pool, and soft gate with guard house.

Some of Dewberry's specific assignments for this project include planning, preparing reports and plans, designs and specifications for water management systems and facilities; water and sewer system and facilities, roads, landscaping, recreational facilities and street lighting, other community infrastructure provided by the District, as authorized in Chapter 190 F.S.; and affiliated projects to include engineering contract management and inspection services during construction.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

**#10**

| 21. TITLE AND LOCATION *(City and State)* | 22. YEAR COMPLETED | |
|---|---|---|
| | PROFESSIONAL SERVICES | CONSTRUCTION *(If applicable)* |
| **Osceola Chain of Lakes CDD** (Osceola County, FL) | Ongoing | Ongoing |

### 23. PROJECT OWNER'S INFORMATION

| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
|---|---|---|
| Hanover Lakes | Tony Lorio | 407.988.1408 |

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

Osceola Chain of Lakes CDD is 177 acres, master planned residential community located in Osceola County, Florida. Being constructed over five phases, the development has 541 total units consisting of both 50' and 60' lots. While Dewberry was not the design engineer, we have assisted the team and also serve as the CDD engineer. As District Engineer, our services include roadway improvements, water and reuse distribution design, sanitary sewer collection system design, master stormwater management design, environmental/permitting, and landscaping/hardscaping/irrigation design.

- **COST** $35,000.00
- **SERVICES**
  Environmental/Permitting
  Landscaping/Hardscaping/Irrigation Design
  Master Stormwater Management Design
  Roadway Improvements
  Sanitary Sewer Collection System Design
  Water and Reuse Distribution Design

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION *(City and State)* | (3) ROLE |
|---|---|---|---|
| a. | Dewberry Engineers Inc. | Orlando, FL | District Engineer |

## G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

| 26. NAMES OF KEY PERSONNEL *(From Section E, Block 12)* | 27. ROLE IN THIS CONTRACT *(From Section E, Block 13)* | 28. EXAMPLE PROJECTS LISTED IN SECTION F *(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)* | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| **Rey Malavé, PE** | District Engineer | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **Peter Armans, PE** | Assistant District Engineer | ● | | ● | ● | ● | ● | | | ● | ● |
| **Lisa Kelley** | Assistant District Engineer | | | ● | ● | | | | ● | | |
| **Joe Keezel, PE** | Sr. Roadway Engineer | | ● | | | | | | ● | | |
| **Marybeth Morin, PE** | Sr. Structural Engineer | ● | ● | | ● | | | ● | ● | ● | |
| **Molly Banfield** | Utilities Manager | | | ● | ● | ● | | | ● | | |
| **Sean Carrigan, PE** | Sr. Stormwater Engineer | | | | | | | | ● | | |
| **Jose Pereira, PE** | Sr. Utility Engineer | ● | ● | ● | | | | | ● | ● | |
| **Bill Hinkle, PSM** | Survey Manager | ● | ● | | | | | ● | ● | | |
| **Nicole Gough, PWS** | Sr. Environmental Scientist | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **Michael Urchuk, RLA** | Sr. Landscape Architect | ● | ● | | ● | ● | ● | ● | ● | ● | |
| **Sarah Maier** | GIS Technician/Planner | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **Barry Roy** | Construction Inspector | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |

29. EXAMPLE PROJECTS KEY

| NO. | TITLE OF EXAMPLE PROJECT *(From Section F)* | NO. | TITLE OF EXAMPLE PROJECT *(From Section F)* |
|---|---|---|---|
| 1 | **Dowden West CDD**, Orlando, FL | 6 | **Deer Run CDD**, Bunnell, FL |
| 2 | **Lakewood Ranch CDD 1, 2, 4, 5, 6**, Sarasota and Manatee County, FL | 7 | **Live Oak Lake CDD (Twin Lakes Development)**, Osceola County, FL |
| 3 | **Westside Haines City CDD**, Haines City, FL | 8 | **West Villages Improvement District,** Sarasota County, FL |
| 4 | **Highland Meadows CDD**, Polk County, FL | 9 | **VillaSol CDD**, Osceola County, FL |
| 5 | **Narcoossee CDD**, Orlando, FL | 10 | **Osceola Chain of Lakes CDD**, Osceola County, FL |

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

# FIRM QUALIFICATIONS

Dewberry is a leading, multi-disciplined firm with a proven history of providing professional services to a wide variety of public- and private-sector clients. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with 50 locations and over 2,000 professionals nationwide, including our local office in Orlando. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' most complex challenges and transforming their communities.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, architecture, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, bringing expertise, qualifications, and resources to cities and counties throughout the state. Dewberry supports large and small projects in the following primary service areas:

- Alternative delivery
- Architecture
- Building engineering
- Disaster response and emergency management
- Energy services
- Environmental services
- Geospatial services
- Mechanical, electrical, and plumbing services
- Program management
- Site/civil services
- Surveying/mapping
- Sustainability
- Transportation
- Water/wastewater/reclaimed water services

We put clients first, we build strong and lasting relationships to become trusted advisors to our clients. Personal commitment to our clients and standing behind our work are central principles of the "Dewberry Way."

## Relevant Experience

The absolute best predictor of future success is past performance and we have a lot of experience in all areas required for this contract. Whether we are providing professional design engineering services or as a previous District Engineer, our track record speaks for itself.

**DEWBERRY HAS 300+ EMPLOYEES IN FLORIDA**

During past years in business, **no other Central Florida firm has been more involved in Florida's explosive development.** This is demonstrated by the work we have performed for hundreds of clients over four decades. We have developed a unique general approach to land development projects. Our approach is tried-and-true, and it has proven, time-and-time-again, to reduce the coordination efforts for our clients and, importantly, it produces successful projects.

Dewberry has also developed a "Land Development Process" Manual. All our professional staff members are required to know our quality procedures and to stay abreast of regulatory changes. The purpose of this manual is to describe the method and process in which Dewberry provides planning, design, and construction related services for land development projects. This process minimizes the opportunity for missed deadlines, decreases errors and omissions on the plans, plats, calculations and permits, and maximizes the opportunity to produce high quality, buildable projects, resulting in satisfied clients and a positive company reputation in the engineering community.

We have a defined, workable Quality Control Plan. Every submittal is checked by an independent reviewer using our written quality control procedures. These procedures include Sufficiency Checklists to ensure that the documents are complete. The quality control checks are scheduled within the project master schedule to ensure that time is allocated to make revisions. All of our staff use Quality Control Manuals to ensure that the project is being prepared correctly the first time. All of this detail means that our clients can be confident that they are getting the best possible product from Dewberry.

The following CDD projects are representative of our relevant project experience:

- Baytree CDD, Brevard County
- Cascades at Groveland CDD, Lake County
- Country Greens CDD, Lake County

- Covington Park CDD, Hillsborough County
- Deer Run CDD, Flagler County
- Dowden West CDD, Orlando
- East Park CDD, Orange County
- Greater Lakes – Sawgrass Bay CDD, Lake Wales
- Highland Meadows CDD, Polk County
- Lake Emma CDD, Groveland
- Lakewood Ranch CDDs 1, 2, 4, 5, 6, Sarasota and Manatee County
- Lakewood Ranch Stewardship, Sarasota and Manatee County
- Live Oak Lake CDD, Osceola County
- Montecito CDD, Brevard County
- Narcoossee CDD, Orange County
- On-Top-of-the-World CDDs, Marion County
    - Chandler Hills East CDD, Marion County
    - Indigo East CDD, Marion County
    - Bay Laurel Center CDD, Marion County
- Osceola Chain of Lakes, Osceola County
- Reedy Creek Improvement District, Osceola County
- Reunion Resort CDD, Osceola County
- Verandas CDD, Pasco County
- Viera CDD, Brevard County
- VillaSol CDD, Osceola County
- West Villages Improvement District, Sarasota County

## Project Approach

We have prepared an organizational approach to fit the specific categories of the organization and operations to support both large and small engineering projects. Through our many years of serving as District Engineer, we've been successful at becoming an extension of the CDD's Project Management group, with the ability to understand project needs and proposing only on what is necessary to complete the task at hand. Our management team is committed to a quality product that is consistent with Crosswind East CDD's policies and procedures.

Serving as District Engineer is **Rey Malavé, PE**. Rey has 43 years of experience in civil engineering and a diversified background in the design and permitting of infrastructure systems, including public facilities, utility systems, office buildings, commercial developments, recreational facilities, and industrial developments. He has extensive experience with permitting agencies, including FDEP, FDOT, Florida Water Management Districts, and other local agencies. He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.

## Transportation Services

Dewberry has provided roadway and bridge design services to numerous governmental agencies throughout Florida for over 30 years. Our projects have ranged from minor intersection improvements and milling and resurfacing of existing roadways to capacity improvements and complex, multilevel interchanges. The extensive experience of our staff in the design, preparation of construction documents, and post design services for roadways, bridges, and associated systems provides Crosswind East with the expertise to handle any type of transportation related assignment. Our transportation design staff, coupled with the survey, drainage, environmental, and permitting capabilities, allows us to efficiently complete any assignment, as all disciplines required are available in-house.

Traffic design may include one or more of the following items, dependent upon a specific project: signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies. We have extensive experience in these phases of the project and we are qualified to perform all aspects of traffic engineering.

Engineering services related to structural design may be required for bridge widenings, bridge rail replacements, box culvert extensions, retaining walls, sheet piling, overhead sign structures, multi-post guide signs, signal poles, mast arms light poles and foundations for signs, signal poles, and lighting. We have an experienced in-house staff to provide these services.

## Water/Wastewater Services

Our team can provide both utility analyses of existing master systems, preparation and updates to master plans, as well as preparation of utility construction plans. Dewberry can analyze the existing utility systems and make recommendations for upgrades or replacement. We have designed numerous utility collection and transmission facilities, gravity sewers, force mains, reuse water, and potable water systems. We have also designed numerous wastewater and water pump stations. We also have experience in the transformation of septic tank systems by the installation of new sewer systems.

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

## Stormwater Management Services

Our integrated stormwater management services range from large basin studies to the design of collection systems. Our team has performed analysis on various projects throughout Florida. We have designed culvert replacements to extensions on numerous roadway projects, ranging from two-lane rural widening to multi-lane expressways.

Drainage design and permitting are critical parts of any project. We will provide assistance to the District in coordination with MS4 support, total maximum daily loads, numeric nutrient criteria support, drainage, erosion and sediment control, stormwater basin modeling, assessment and evaluation drainage systems, design and construction plans for stormwater management systems, and coordination with state and federal agencies.

Assumptions and/or omissions in this area can cause significant delays in the project schedule, increase costs during construction, and even lead to possible litigation against the District. We are experienced in identifying, analyzing, and addressing drainage impacts associated with a variety of project types. Our drainage staff is knowledgeable of Water Management District criteria and we are adept at developing creative and innovative solutions to drainage problems. We also have experience preparing flood studies with FEMA. At the heart of our approach is a thorough document review of the existing plans, USGS Quadrangle Maps, USDA Soil Survey, FEMA Flood Insurance Maps and aerial photographs. With this data in hand, we will perform a field review during the pre-scope meeting, identify all drainage and permitting issues, and discuss possible drainage solutions with the District. Existing drainage patterns, ponding concerns and erosion problems will be documented. We will contact the District's Maintenance Engineer to discuss any concerns regarding the project area.

## Survey and Mapping Services

Dewberry has provided continuing surveying services for many counties and municipalities throughout the State of Florida. Our large in-house survey staff, with numerous crews out of our Orlando office, are well-versed in the rigors of on-call assignments and the immediate response time they require. We utilize state-of-the-art equipment to provide cost effective surveying, ROW mapping, utility designation, and subsurface utility engineering (SUE) for roadway, municipal, and civil development projects. We have extensive experience in boundary surveys, topographic design surveys, tree surveys, inventory surveys, and underground utility mapping. Our survey team has a dedicated staff of photogrammetrists who specialize in aerial photogrammetry, fixed and aerial LiDAR, and GIS mapping.

Our services for surveying and mapping may include: as-built surveys, boundary surveys, eminent domain surveys, GIS, legal description preparation, plat preparation, property sketches, ROW mapping, SUE, topographic surveys, and utility surveys.

SUE technology combines geophysics, surveying, and civil engineering to better locate underground utilities. This service helps our clients avoid costly utility conflicts and construction delays caused by inaccurately plotted utilities. Our 3-D Laser Scanning equipment allows our survey crews to accurately collect field data comprehensively and, most importantly, safely. Dewberry is one of a select few firms in the state to have this technology.

## Environmental/Permitting Services

From determining wetland lines to the understanding of current rules and regulations for water management districts, our staff has full understanding and experience in providing these services for cities and other governmental agencies. We have obtained permits with the various local, state, and federal agencies for a variety of projects. We understand how to prepare permit applications, work closely with the agencies and obtain permits for your projects. Dewberry will track the permit status for each agency, keep the District informed of the progress of all permits and respond promptly to all requests for additional information.

As part of our efforts for Crosswinds East CDD, we will assist in determining the permits needed for each development project along with the anticipated schedules for obtaining each permit. Additionally, we have experience in permitting with governmental agencies such as the Water Management Districts, FDEP, Florida Fish and Wildlife Conservation Commission (FFWCC), U.S. Army Corps of Engineers (USACE), and FDOT. We have staff that consists of both engineers and environmental scientists, many of which have worked previously for various permitting agencies.

## Landscape Architecture/Planning

Dewberry has extensive landscape architecture experience throughout Florida. Our project experience includes residential, retail office, mixed-use, streetscapes, and recreational uses as well as hardscape and irrigation design. Our hardscape designs have included corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas.

Our planning services to Crosswinds East CDD will include presentations to CDD Commissioners and public meetings, where we would provide assistance to the District for the understanding of technical issues,

proposed developments, projected roadway designs, possible ROW changes, and to provide a professional and expert opinion on issues that may be needed by the District. Dewberry can assist the District with the following planning services:

- Comprehensive planning
- Review of comprehensive plan amendments
- Preparing land development regulations, including form based codes, GIS, and mapping services
- Transportation planning
- Revitalization/redevelopment planning

## Construction Administration/CEI

We have continually provided construction administration services to our clients on most of the projects we have designed. Dewberry understands the importance of establishing and maintaining budgets. As a project is constructed, it is imperative that our team monitor the project budget and keep the District consistently informed. We have worked with many cities and counties on providing all construction services, including the assistance in the preparation of bid documents, prebid meetings, pre-construction meetings, construction administration, site observation, pay application review, and approvals. We also provide shop drawing reviews and approvals per construction documents. We will provide assistance to District staff in the administration of construction contracts. Our team is currently providing these services to many municipalities across the state of Florida.

Our construction administration staff is prepared to support the District in various construction management related tasks. We routinely perform these services for both our public and private clients. Our services include:

- Construction Inspection
- Shop Drawing Review
- Pay Application Verification
- Construction Scheduling
- Utility Company Coordination
- Final Regulatory Acceptance
- Record Drawings
- Project Value Engineering
- Bid Document Preparation
- Bid Summarization and Analysis
- Contract Preparation

## Task Initiation

Our Project Approach will vary due to the type of assignment; however, the important first steps in task initiation involve data gathering and scope development.

## Data Gathering

This phase consists of defining the project objectives, identifying elements involved in the task, conducting a field review meeting (if required) and developing a detailed scope of services.

This phase will begin once a specific task or project has been identified by the District. Once identified, we will coordinate with the District to obtain all existing information. This data collection effort is very important in that it provides us valuable information prior to developing the scope of services.

If applicable or desired, an on-site field review meeting will be held jointly with the District and other appropriate agencies to discuss the task objectives and identify areas of concern. Discussions regarding the projects background, scope requirements, project constraints, and other relevant issues will be held to reach an understanding of the overall project goals. Based on the data collection effort and the initial on-site field meeting, the specific plan elements required for the task will be identified and agreed to with the District prior to developing a scope of services.

## Scope Development

A detailed scope of services, fee estimate, and schedule for each task will be developed based on the data gathering efforts and discussions. This scope and work effort will be heavily influenced by the quality of the data collected and the specific needs of each task. Man-hour estimates will be provided for each discipline involved. The scope and work effort will be prepared and negotiated quickly, so as not to affect the schedule.

## Other Considerations

### COST CONTROL

We constantly review our designs and look for ways to save our clients time and money. We exercise common sense engineering to provide practical design solutions and not merely based on the way things have always been done in the past.

### PROJECT COSTS

We understand the financial constraints that clients face, due to the budget cuts and rising construction and ROW costs. We will review all designs, prepared by Dewberry or others, for cost savings measures that will

not affect the intention or safety of the project. Our recent experience has shown that minor changes in the design can save materials, and reduce or avoid costly business damage claims and/or ROW impacts. Another key to cost controls is to estimate costs early in the design process and as the design evolves, not just near the end of the design process. Early cost estimating allows for more options to be explored to keep projects within budget or to notify the District that budgets may need to be adjusted.

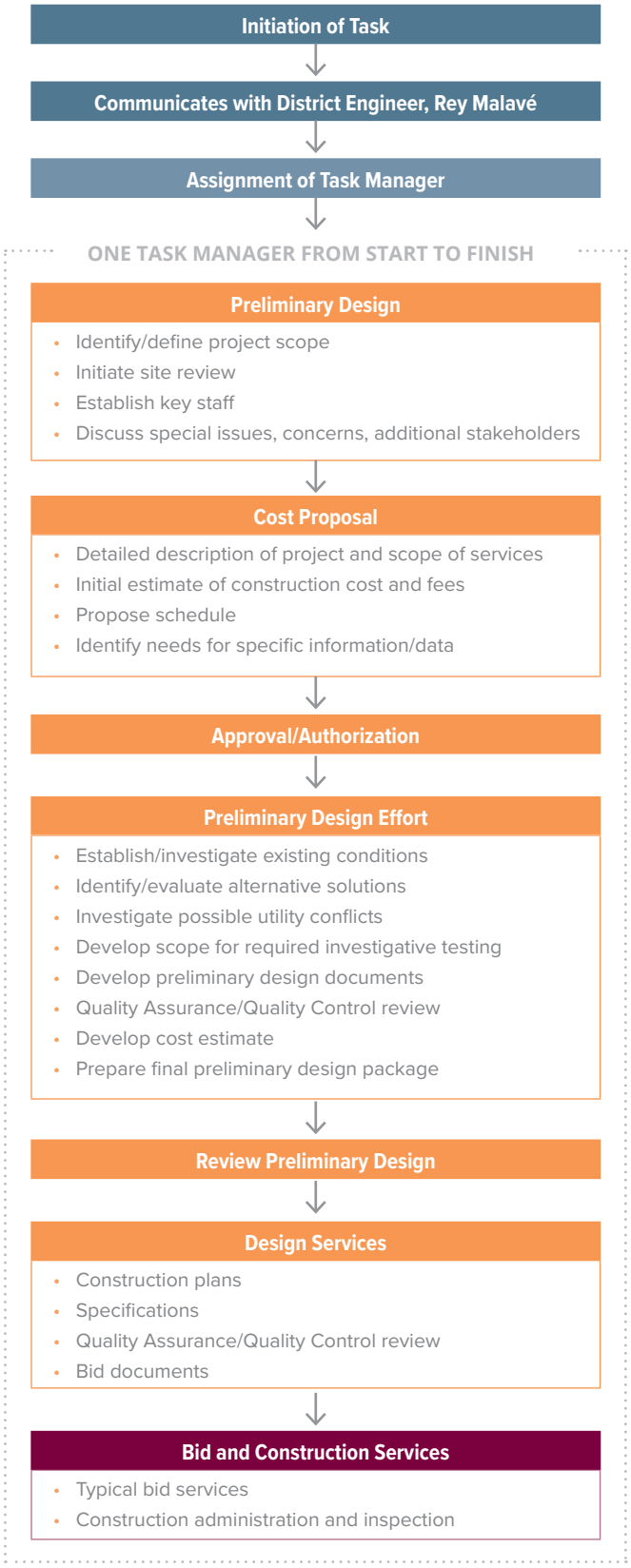
## PROJECT SCHEDULE

The importance of maintaining the project schedule through the design or review process cannot be overstated. Dewberry is committed to developing and adhering to the project schedule for each assignment. This is important to us because if we fail to successfully complete any assignment on time, our ability to obtain additional assignments with Crosswinds East will be limited. Furthermore, we will maintain an overall schedule of projects to help with internal and external coordination. We fully understand what is required to keep a project on schedule. The following proven actions will be used by our team to control the project schedule:

- **Experienced Client Manager:** Our District Engineer, Rey Malave, routinely manages multi-discipline projects, where coordination is critical. Dewberry's wide range of in-house services ensures close coordination between each discipline, enabling us to direct our staffing resources.
- **Weekly Team Meetings:** Coordination will be ensured through weekly team meetings. These meetings will be used to track progress on individual tasks and as a planning tool.
- **Monthly Progress Reports:** Monthly progress reports will be supplied to Crosswinds East. These reports will be an effective snapshot of the status of each assignment and will be used to identify any potential schedule issues.
- **Being Proactive:** While managing the schedule, we will be proactive (vs. reactive) on all tasks. Emphasis will be placed on the activity start dates to ensure timely completion.

## NPDES MS4 PROGRAM SUPPORT

Having completed numerous programs for other cities and counties, we understand the MS4 Program and have the staff that will assist the CDD in updates, compliance questions, and recommendations as needed in the ongoing program.



## H. ADDITIONAL INFORMATION

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

### INDEPENDENT PEER REVIEW

An independent peer review is performed for each phase submittal. This review is performed by senior level staff not directly involved in the project and may be located in a separate office.

### CONSTRUCTABILITY/BIDABILITY REVIEW

Prior to the 90 and 100 percent submittals, the plans will be subjected to a constructability/bidability review. This review will be performed by our in-house construction administrators.

## Quality Assurance/Quality Control

Dewberry understands the value of repeat business. Our commitment to personalized client service is such that we guarantee we will respond to each client's needs promptly and effectively. From the beginning, we recognized that functional efficiency and technical excellence must be provided as a matter of course in engineering design. Each project produced by our firm reflects this corporate commitment to excellence and our insurance is our Quality Control Plan. Our Quality Assurance Plan and procedures are based on the philosophies that:

- **Plan:** Quality is controlled by adequate planning, coordination, supervision and technical direction, proper definition of job requirements and procedures, and the involvement of experienced professionals.
- **Do:** Quality is achieved by individuals performing work functions carefully and "doing it right the first time".
- **Check:** Quality is verified through checking, reviewing, and supervising work activities, with documentation by objective individuals who were not directly responsible for performing the initial work.
- **Act:** Quality is ensured by having a manager perform quality assurance functions that involve monitoring and close review of not only the work but also the procedures used in performing the work.

## Asset Management

Dewberry is a leader in developing comprehensive, strategic asset management programs for public infrastructure. We typically utilize and coordinate with IT, GIS, mapping, and other appropriate technologies. Our asset management services are part of an approach for helping clients build dynamic, sustainable organizations that are capable of and committed to delivering the highest possible level of value and service to their customers.

Our team brings a level of credibility to the process that cannot be gained from a strict management-only consulting approach. Over the coming future years, aging infrastructure will require an increasing higher portion of an organization's Capital and Renewal & Replacement (R&R) dollars. Planning today must focus on risk based assessments, including targeted condition assessment to quantify and prioritize limited R&R and capital dollars. The Dewberry Team is comprised of subject matter experts that champion this innovative approach.

## I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

| 31. SIGNATURE | 32. DATE |
|---|---|
| | 8.4.2022 |

33. NAME AND TITLE

Rey Malavé, PE, Associate Vice President

# ARCHITECT – ENGINEER QUALIFICATIONS

## PART II – GENERAL QUALIFICATIONS

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

1. SOLICITATION NUMBER *(IF ANY)*

| | | | |
|---|---|---|---|
| 2a. FIRM *(or Branch Office)* NAME<br>**Dewberry Engineers Inc.**<br>**(Orlando branch office)** | | 3. YEAR ESTABLISHED<br>2013 | 4. UNIQUE ENTITY IDENTIFIER<br>K3WDSCEDY1V5 |
| 2b. STREET<br>800 North Magnolia Avenue, Suite 1000 | | 5. OWNERSHIP | |
| 2c. CITY<br>Orlando | 2d. STATE<br>FL | 2e. ZIP CODE<br>32803-3251 | a. TYPE<br>Corporation |
| 6a. POINT OF CONTACT NAME AND TITLE<br>Kevin E. Knudsen, PE, Vice President | | | b. SMALL BUSINESS STATUS<br>No |
| 6b. TELEPHONE NUMBER<br>321.354.9646 | 6c. EMAIL ADDRESS<br>kknudsen@dewberry.com | | 7. NAME OF FIRM *(If block 2a is a branch office)*<br>The Dewberry Companies Inc. |
| 8a. FORMER FIRM NAME(S) *(If any)*<br>Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind & O'Dea, Inc.; Goodkind & O'Dea of New York, Inc.; Goodkind & O'Dea, Inc. (partnership); A.E. Friedgen, Inc.<br>Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB) | | 8b. YEAR ESTABLISHED<br>Dewberry Engineers Inc.: 2012 | 8c. UNIQUE ENTITY IDENTIFIER<br>DEI: K3WDSCEDY1V5;<br>DAI: DB9NCZBFDDN3;<br>DDB: CG6JSKCHEKN6 |

### 9. EMPLOYEES BY DISCIPLINE

| a. Function Code | b. Discipline | c. Number of Employees (1) FIRM | c. Number of Employees (2) BRANCH |
|---|---|---|---|
| 02 | Administrative | 227 | 8 |
| 08 | CADD Technician | 82 | 7 |
| 12 | Civil Engineer | 294 | 10 |
| 15 | Construction Inspector | 112 | 1 |
| 16 | Construction Manager | 55 | 1 |
| 20 | Economists/Financial Analysts | 46 | 4 |
| 21 | Electrical Engineer | 68 | 1 |
| 24 | Environmental Scientist | 54 | 5 |
| 30 | Geologist | 10 | 1 |
| 38 | Land Surveyor | 185 | 23 |
| 39 | Landscape Architect | 34 | 3 |
| 47 | Planner: Urban/Regional | 35 | 2 |
| 48 | Program Analyst/Program Manager | 27 | 2 |
| 56 | Technical/Specification Writer | 52 | 2 |
| 57 | Structural Engineer | 142 | 6 |
| 58 | Technician/Analyst | 4 | 1 |
| 60 | Transportation Engineer | 173 | 26 |
| 62 | Water Resources Engineer | 118 | 5 |
| | Water/Wastewater Engineer | 100 | 4 |
| | Other Employees | 488 | 5 |
| | **Total** | 2306 | 117 |

### 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

| a. Profile Code | b. Experience | c. Revenue Index Number *(see below)* |
|---|---|---|
| B02 | Bridges | 4 |
| C16 | Construction Surveying | 3 |
| E09 | Environmental Impact Studies, Assessments or Statements | 1 |
| L02 | Land Surveying | 6 |
| L10 | Land Development, Residential | 6 |
| L11 | Land Development, Commercial | 5 |
| L12 | Land Development, Industrial | 2 |
| L13 | Land Development, Public | 4 |
| S09 | Structural Design; Special Structures | 1 |
| S10 | Surveying; Platting; Mapping; Flood Plain Studies | 6 |
| T03 | Traffic & Transportation Engineering | 7 |
| T04 | Topographic Surveying and Mapping | 5 |
| T05 | Towers (Self-Supporting & Guyed Systems) | 3 |
| W02 | Water Resources; Hydrology; Ground Water | 2 |
| W03 | Water Supply; Treatment and Distribution | 2 |

### 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS

*(Insert revenue index number shown at right)*

| | |
|---|---|
| a. Federal Work | 1 |
| b. Non-Federal Work | 8 |
| **c. Total Work** | 8 |

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

1. Less than $100,000
2. $100,000 to less than $250,000
3. $250,000 to less than $500,000
4. $500,000 to less than $1 million
5. $1 million to less than $2 million
6. $2 million to less than $5 million
7. $5 million to less than $10 million
8. $10 million to less than $25 million
9. $25 million to less than $50 million
10. $50 million or greater

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

| | |
|---|---|
| a. SIGNATURE<br>Donald E. Stone, Jr. | b. DATE<br>August 8, 2022 |
| c. NAME AND TITLE<br>Donald E. Stone, Jr., Director/Executive Vice President | |

COMPANY CONFIDENTIAL AND PROPRIETARY: Use or disclosure of data contained on this sheet is subject to restriction on the title page of this proposal.

# **SECTION 2:** Firm Licenses

# FIRM LICENSES

## State Licenses

# *State of Florida*
## *Department of State*

I certify from the records of this office that DEWBERRY ENGINEERS INC. is a New York corporation authorized to transact business in the State of Florida, qualified on December 26, 2000.

The document number of this corporation is F00000007242.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on April 24, 2022, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

***Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-sixth day of July, 2022***

***Secretary of State***

**Tracking Number: 5909086428CU**

**To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.**

**https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication**

**Florida Department of Agriculture and Consumer Services**
**Division of Consumer Services**
**Board of Professional Surveyors and Mappers**
**2005 Apalachee Pkway Tallahassee, Florida 32399-6500**

License No.: **LB8011**
Expiration Date February 28, 2023

## Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

**DEWBERRY ENGINEERS INC.**
**800 N MAGNOLIA AVE STE 1000**
**ORLANDO, FL 32803-3251**

Nicole Fried

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Please be advised that as of February 2021, the Florida Board of Professional Engineers (FBPE) does not require companies to renew their engineering licensure and therefore no longer have printable licenses nor applicable expiration dates, only a requirement that they be currently listed on the Board's registry. Dewberry Engineers Inc. is up-to-date on professional registration to the board, which can be confirmed with a Florida Department of Business & Professional Regulation (DBPR) licensee search.

Florida dbpr

DBPR ONLINE SERVICES

Log On | Home

Search for a Licensee
Apply for a License
View Application Status
Find Exam Information
File a Complaint
AB&T Delinquent
Invoice & Activity
List Search

**Licensee Details**

**Licensee Information**

| | |
|---|---|
| Name: | DEWBERRY ENGINEERS INC. (Primary Name) |
| Main Address: | 8401 ARLINGTON BLVD.<br>FAIRFAX Virginia 22031 |
| County: | OUT OF STATE |
| License Mailing: | |
| LicenseLocation: | |

**License Information**

| | |
|---|---|
| License Type: | Registry |
| Rank: | Registry |
| License Number: | 8794 |
| Status: | Current |
| Licensure Date: | 02/09/2001 |
| Expires: | |

| Special Qualifications | Qualification Effective |
|---|---|

**Alternate Names**

Florida dbpr

DBPR ONLINE SERVICES

Log On | Home

Search for a Licensee
Apply for a License
View Application Status
Find Exam Information
File a Complaint
AB&T Delinquent
Invoice & Activity
List Search

**Licensee Details**

**Licensee Information**

| | |
|---|---|
| Name: | BEIGHT, JAMES L (Primary Name)<br>DEWBERRY ARCHITECTS INC (DBA Name) |
| Main Address: | 8401 ARLINGTON BLVD<br>FAIRFAX Virginia 22031-4666 |
| County: | OUT OF STATE |
| License Mailing: | |
| LicenseLocation: | |

**License Information**

| | |
|---|---|
| License Type: | Architect |
| Rank: | Architect |
| License Number: | AR0012022 |
| Status: | Current,Active |
| Licensure Date: | 12/07/1987 |
| Expires: | 02/28/2023 |

| Special Qualifications | Qualification Effective |
|---|---|

**Alternate Names**

## Individual Licenses

Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**MALAVE, REINARDO**

[redacted]

**LICENSE NUMBER: PE31588**
**EXPIRATION DATE: FEBRUARY 28, 2023**
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**ARMANS, PETER NASSIF**

[redacted]

**LICENSE NUMBER: PE87064**
**EXPIRATION DATE: FEBRUARY 28, 2023**
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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**KEEZEL, JOSEPH OTTO**

[redacted]

**LICENSE NUMBER: PE57501**
**EXPIRATION DATE: FEBRUARY 28, 2023**
Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**MORIN, MARYBETH**

[redacted]

**LICENSE NUMBER: PE57547**
**EXPIRATION DATE: FEBRUARY 28, 2023**
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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**CARRIGAN, SEAN VICTOR**

[redacted]

**LICENSE NUMBER: PE73041**
**EXPIRATION DATE: FEBRUARY 28, 2023**
Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**PEREIRA, JOSE ATILANO**
203 ABERDEEN PARKWAY
PANAMA CITY FL 32405

**LICENSE NUMBER: PE82808**
**EXPIRATION DATE: FEBRUARY 28, 2023**
Always verify licenses online at MyFloridaLicense.com

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***Society of Wetland Scientists***
***Professional Certification Program, Inc***

renews the designation

# Professional Wetland Scientist

For

**Nicole Gough**

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Renewal Program, and verified by the Society's Certification Renewal Review Panel.
Professional Wetland Scientist Number 2585 issued on 7/15/2015 and recertified on 2/1/2020.
Due to recertify again by 7/15/2025.

Matthew Simpson, PWS
President

Pat Frost, PWS
Certification Renewal Chair

Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS4633**
Expiration Date February 28, 2023

## Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

WILLIAM PAUL HINKLE
[redacted]

Nicole Fried

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

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

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**URCHUK, MICHAEL JOHN**

DEWBERRY ENGINEERS INC.

[redacted]

**LICENSE NUMBER: LA6666675**

**EXPIRATION DATE: NOVEMBER 30, 2023**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

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# **SECTION 3:** Qualifications and Experience

# QUALIFICATIONS AND EXPERIENCE

## Ability and Adequacy of Professional Personnel

We have carefully selected our team of professionals and technical experts to match our experience and expertise with the qualifications required. Our firm has a varied array of experience, disciplines, and available resources available to provide the required services to the Crosswinds East CDD. Our team can provide engineering design, planning management, technical, and administrative services as requested by Crosswinds East CDD and will make a commitment to prioritize the CDD's needs.

Our District Engineer, **Rey Malavé, PE**, Associate Vice President at Dewberry, has 43 years of civil engineering experience for both public and private clients and has served as the project manager for numerous private commercial and residential developments across Florida. This includes Dowden West CDD in Orlando, Live Oak Lake CDD (Twin Lakes Development) in Osceola County, Cascades at Groveland CDD in Groveland; Baytree CDD in Brevard County, and the Lakewood Ranch CDDs in Sarasota and Manatee Counties.

Rey has a proven track record for meeting budgets and schedules on complex and short time frame design projects. He is known for his ability to quickly adapt to changing schedules, design parameters, and client needs. Rey's diversified background in engineering design includes all aspects of land development engineering including master drainage, stormwater management design, site grading, water and reclaim distribution, sewer collection/transmission systems, and project reviews for permitting agencies.

Serving as Assistant District Engineer is **Peter Armans, PE**. He has 13 years of experience in planning, design, rehabilitation, condition assessment, and construction management of water distribution systems, sewer conveyance systems, and stormwater management systems. He provides oversight and review for various inspection technologies and methodologies and has in-depth experience with scoping, budgeting, advertising, and negotiating construction activities and contracts.

### Why Dewberry?

- **District Engineer for 25+ CDDs across Florida**
- **Local, experienced District Engineer ready to work for you**
- **Comprehensive understanding of CDD's infrastructure and operational needs**
- **300+ employees in 15 offices within Florida, including a local office in Orlando**
- **Cohesive group of professionals integrated across service areas to leverage success for our clients**
- **60+ years helping clients build and shape communities**

Our project management and organizational structure within each key service areas demonstrates our thorough understanding of the scope of this contract and our desire to meet the objectives of the project assignments.

Our senior experienced professionals are all well versed in addressing their particular specialty area and have associates working under their direction to efficiently tackle any assignment from Crosswinds East CDD. This organizational structure has a long history of success as a model that Dewberry has implemented across the country for similar CDDs and public agencies.

We will continue to develop and apply innovative concepts and techniques to effectively and efficiently design and manage all tasks. It is important to note that Dewberry is a full-service civil engineering firm that can meet your needs for any project – large or small. Dewberry can react quickly to your requests and provide all technical support under one roof.

**FIGURE 3.1** We build strong and lasting relationships with our clients. The caliber of our people and combining unsurpassed client service with deep subject matter expertise is what sets us apart. We operate with the highest level of ethics and transparency. Our integrity—and that of our people—is second to none. Personal commitment to our clients and standing behind our work are two central tenants of our cultural statement, "Dewberry at Work."

For more information on our project management team, we have provided resumes in our Standard Form 330 included in **Section 1: Standard Form 330** of our proposal.

## Certified Minority Business

Dewberry Engineers Inc. is not a certified minority business.

## Willingness to Meet Time and Budget Requirements

Dewberry recognizes the importance of maintaining project budgets. We have a long history of providing on-schedule services and projects that fit within the client's budget. Over 85% of our work is from repeat clients … a testament to our ability to work within a budget and schedule.

The following proven actions will be used by our team to control the project budget:

- **Experienced Staff:** The most effective means of meeting the design budget and schedule is by using experienced staff with the knowledge, training, and equipment necessary to perform their assigned tasks. Dewberry's Project Team has these attributes.
- **Construction Budget Controls:** We are acutely aware of the volatile construction materials market and its impact on construction budgets. As such, we periodically update our cost data to ensure that the most current unit prices are being used for the construction cost estimates.
- **Project Schedule:** One way we keep costs in line is by developing and maintaining a schedule for each task. We build a design quality control checking date into every schedule prior to the submittal date for all project deliverables. We have found that focusing on the submittal date often results in rushed or incomplete quality control checks of the plans. Therefore, we will schedule a quality check date at least two weeks prior to the submittal date to make sure that the process is completed. This also allows our District Engineer and team to focus on the quality control date, resulting in plenty of time for the process to work and thus further committing to the project's budget.

## Past Experience and Performance

For more than 45 years, our land development professionals have combined an unsurpassed commitment to serving Florida developers with a deep subject matter expertise in a broad spectrum of professional services. We have served as District Engineer for over 25 CDDs across Florida, varying in size from 200 acres to close to 10,000 acres. We are experienced in CDDs from the creation to the continued operations.

Our clients benefit from our local experience and presence, and our familiarity with entitlement issues, plan development and review processes, and local codes and ordinances. We offer creative and cost-effective designs that transform communities.

We provide our residential clients with a range of services that include land planning, entitlement approval, infrastructure design and permitting, surveying, stormwater modeling, environmental review and permitting, sustainable design, landscape architecture, and cost and schedule estimating. We envision and help realize possibilities to enrich communities, restore built and natural environments, and manage positive change.

**DEWBERRY WAS NAMED ENR'S 2019 SOUTHEAST DESIGN FIRM OF THE YEAR**

The following table demonstrates our CDD experience throughout Florida:

| CDD/Location | District Engineer | Planning | Due Diligence | Civil Engineering | Roadway Design | Stormwater Design | Environmental/Permitting | Landscape Architecture | Survey | Construction Admin |
|---|---|---|---|---|---|---|---|---|---|---|
| **Baytree CDD**, Brevard County, FL | ● | ● | | ● | ● | ● | ● | | | ● |
| **Cascades at Groveland CDD**, Groveland, FL | ● | ● | ● | ● | ● | ● | ● | | ● | ● |
| **Country Greens CDD (Sorrento Springs CDD)**, Lake County, FL | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **Covington Park CDD**, Hillsborough County, FL | ● | ● | | ● | ● | ● | ● | ● | ● | ● |
| **Deer Run CDD**, Flagler County, FL | ● | ● | | ● | ● | ● | | ● | ● | ● |
| **Dowden West CDD**, Orange County, FL | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **East Park CDD**, Orange County, FL | ● | ● | | ● | | | ● | | ● | ● |
| **Greater Lakes - Sawgrass Bay CDD**, Lake Wales, FL | ● | ● | | ● | | | ● | | ● | ● |
| **Highland Meadows CDD**, Polk County, FL | ● | ● | | ● | ● | ● | ● | ● | ● | ● |
| **Lake Emma CDD**, Groveland, FL | ● | ● | ● | ● | ● | ● | ● | | ● | ● |
| **Lakewood Ranch CDDs 1, 2, 4, 5, 6**, Manatee County, FL | ● | ● | | ● | | | ● | ● | ● | ● |
| **Lakewood Ranch Stewardship**, Manatee County, FL | ● | ● | | ● | ● | ● | | | ● | |
| **Live Oak Lake (Twin Lakes Development) CDD**, Osceola County, FL | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |

| CDD/Location | District Engineer | Planning | Due Diligence | Civil Engineering | Roadway Design | Stormwater Design | Environmental/Permitting | Landscape Architecture | Survey | Construction Admin |
|---|---|---|---|---|---|---|---|---|---|---|
| **Montecito CDD**, Brevard County, FL | ● | | | ● | | | | | ● | ● |
| **Narcoossee CDD**, Orange County, FL | ● | ● | | ● | | | ● | | ● | ● |
| **On-Top-of-the-World CDDs**, Marion County, FL | ● | ● | | ● | ● | ● | | | ● | ● |
| **Osceola Chain of Lakes**, Osceola County, FL | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| **Reedy Creek Improvement District**, Osceola County, FL | ● | ● | | ● | | | ● | | ● | ● |
| **Reunion Resort CDD**, Osceola County, FL | ● | ● | | ● | | ● | | | ● | ● |
| **East 547 CDD**, Polk County, FL | ● | ● | | ● | | | ● | | ● | ● |
| **Eden Hills CDD**, Polk County, FL | ● | ● | | ● | | | ● | | ● | ● |
| **VillaSol CDD**, Osceola County, FL | ● | ● | | ● | ● | ● | | ● | ● | ● |
| **West Villages Improvement District**, Sarasota County, FL | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |

## Geographic Location

With 15 office locations and over 300 employees in Florida, we bring expertise, qualifications, and resources to clients throughout the State.

Located in our Orlando office, Rey and Peter will be responsive, make frequent visits, and be readily available for meetings, presentations, or site visits. Additionally, our project team includes local, Orlando staff members proposed for this contract, which leads all components of our assignments to be developed concurrently by a cohesive team.

By utilizing our extensive presence within Central Florida, our approach to the District's projects will combine our understanding of the various project assignments with our experience in identifying the District's needs to develop the appropriate project team for each assignment. This allows us to minimize the time needed from project request to "boots on the ground" activity.

In addition, our Project Team is supported by nationally-recognized subject matter experts and dedicated quality control staff who have the required capacity to provide the array of required services to the Crosswinds East. This depth of organization permits us to call upon specialists and a broad base of support to satisfy diverse or manpower intensive tasks.

## Current and Projected Workloads

Dewberry has an excellent track record of meeting time and budget requirements on the projects we have highlighted in this response and will meet this goal with the Crosswinds East CDD. **We are fully available for this contract!**

Our team, supported by a strong in-house team of infrastructure design specialists, planners, surveyors, environmental scientists, ROW mappers, roadway engineers, MOT engineers, and construction inspection personnel, has the capacity to address all of the District's needs throughout the term of this contract.

Due to the capacity and availability of our proposed staff, we can commit to the District our dedicated team members for these important projects.

## Volume of Work Previously Awarded to Consultant by District

Although Dewberry has not worked for the Crosswinds East CDD, we have extensive working experience with numerous CDDs. As demonstrated throughout our proposal, we currently serve as the District Engineer for over 25 CDDs in Florida, which allows us to provide Crosswinds East with the unique experience, familiarity, and understanding of the type of services that will be requested.

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