

*Cypress Park Estates  
Community Development District*

*Meeting Agenda*

*June 24, 2025*

# AGENDA

# *Cypress Park Estates*

## *Community Development District*

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219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

June 17, 2025

### **Board of Supervisors Cypress Park Estates Community Development District**

Dear Board Members:

A meeting of the Board of Supervisors of the **Cypress Park Estates Community Development District** will be held **Tuesday, June 24, 2025 at 10:00 AM** at the **Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, FL 33850.**

**Zoom Link:** <https://us06web.zoom.us/j/82131226228>

**Call-In Information:** 1-646-876-9923

**Meeting ID:** 821 3122 6228

Following is the advance agenda for the meeting:

#### **Audit Committee Meeting**

1. Roll Call
2. Public Comment Period
3. Review of Proposals and Tally of Audit Committee Members Rankings
  - A. DiBartolomeo, McBee, Hartley & Barnes
  - B. Grau & Associates
4. Adjournment

#### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period (Public Comments are limited to three (3) minutes each)
3. Approval of Minutes of the May 12, 2025 Board of Supervisors Meeting & the May 12, 2025 Audit Committee Meeting
4. Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award
5. Review and Ranking of Proposals Received for District Engineering Services and Authorizing Staff to Send Notice of Intent to Award
6. Discussion Regarding Funding and Purchasing Playground Sunshade in Coordination with the HOA
7. Discussion Regarding Increasing Security Guard Hours at the Amenity Facility (*requested by Supervisor Metzger*)
8. Discussion Regarding the Fiscal Year 2026 Proposed Budget
  - A. Consideration of Resolution 2025-10 Ratifying Change in Location for the Public Hearing on the Adoption of the Fiscal Year 2026 Budget

9. Presentation of Fiscal Year 2024 Audit Report
10. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Field Manager's Report (*to be provided under separate cover*)
    - i. Consideration of Proposal to Re-Sod Phase 3 Tract Z
  - D. District Manager's Report
    - i. Approval of Check Register
    - ii. Balance Sheet & Income Statement
11. Other Business
12. Supervisors Requests and Audience Comments
13. Adjournment



# Audit Committee Meeting

## SECTION III

# SECTION A

# **Cypress Park Estates Community Development District**

<b>Proposer</b>
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**DiBartolomeo, McBee, Hartley & Barnes, P.A.**  
**Certified Public Accountants**

**2222 Colonial Road, Suite 200  
Fort Pierce, Florida 34950  
(772) 461-8833**

**591 SE Port St. Lucie Boulevard  
Port Saint Lucie, Florida 34984  
(772) 878-1952**

**Contact:**

**Jim Hartley, CPA  
Principal**

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Cypress Park Estates  
Community Development District  
Audit Selection Committee

Dear Committee Members:

We are pleased to have this opportunity to present the qualifications of DiBartolomeo, McBee, Hartley & Barnes, P.A. (DMHB) to serve as Cypress Park Estates Community Development District's independent auditors. The audit is a significant engagement demanding various professional resources, governmental knowledge and expertise, and, most importantly, experience serving Florida local governments. DMHB understands the services required and is committed to performing these services within the required time frame. We have the staff available to complete this engagement in a timely fashion. We audit several entities across the State making it feasible to schedule and provide services at the required locations.

***Proven Track Record***—Our clients know our people and the quality of our work. We have always been responsive, met deadlines, and been willing to go the extra mile with the objective of providing significant value to mitigate the cost of the audit. This proven track record of successfully working together to serve governmental clients will enhance the quality of services we provide.

***Experience***—DMHB has a history of providing quality professional services to an impressive list of public sector clients in Florida. We currently serve a large number of public sector entities in Florida, including cities, villages, special districts, as well as a large number of community development districts. Our firm has performed in excess of 100 community development district audits. In addition, our senior management team members have between 25 and 35 years experience in serving Florida governments. DMHB is a recognized leader in providing services to governmental and non-profit agencies within the State of Florida. Through our experience in performing audits, we have been able to increase our audit efficiency and therefore reduce cost. We have continually passed this cost saving on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with audit standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up to date on all changes that are occurring within the industry.

***Timeliness*** – In order to meet the Districts needs, we will perform interim internal control testing by January 31<sup>st</sup> from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1<sup>st</sup>. We will also review all minutes and subsequent needs related to the review of the minutes by January 31<sup>st</sup>. Follow up review will be completed as necessary.

***Communication and Knowledge Sharing***— Another driving force behind our service approach is frequent, candid and open communication with management with no surprises. During the course of the audit, we will communicate with management on a regular basis to provide you with a status report on the audit and to discuss any issues that arise, potential management letter comments, or potential audit differences.

In the accompanying proposal, you will find additional information upon which you can evaluate DMHB's qualifications. Our full team is in place and waiting to serve you. Please contact us at 2222 Colonial Road, Suite 200 Fort Pierce, FL 34950. Our phone number is (772) 461-8833. We look forward to further discussion on how our team can work together with you.

Very truly yours,

A handwritten signature in black ink that reads "DiBartolomeo, McBee, Hartley & Barnes". The script is cursive and fluid, with the names connected together.

DiBartolomeo, McBee, Hartley & Barnes, P.A.

## PROFESSIONAL QUALIFICATIONS

DiBartolomeo, McBee, Hartley & Barnes, P.A. is a local public accounting firm with offices in the cities of Fort Pierce and Port St. Lucie. The firm was formed in 1982.

### ➤ *Professional Staff Resources*

Our services will be delivered through personnel in both our Port St. Lucie and Ft. Pierce offices, located at 591 S.E. Port St. Lucie Blvd., Port St. Lucie, FL 34984 and 2222 Colonial Road, Suite 200, Fort Pierce, Florida 34950, respectively. DMHB has a total of 19 professional staff including 9 with extensive experience serving governmental entities.

Professional Staff Classification	Number of Professionals
Partner	4
Managers	2
Senior	2
Staff	11
	19

DiBartolomeo, McBee, Hartley & Barnes provides a variety of accounting, auditing, tax litigation support, estate planning, and consulting services. Some of the governmental, non-profit accounting, auditing and advisory services currently provided to clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under the OMB A-133 audit criteria
- Issuance of Comfort Letters, consent letters, and parity certificates in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews
- Assisting in compiling historical financial data for first-time and subsequent submissions for the GFOA Certificate of Achievement for Excellence in Financial Reporting



## PROFESSIONAL QUALIFICATIONS (CONTINUED)

### ➤ *Professional Staff Resources (Continued)*

- Audits of franchise fees received from outside franchisees
- Preparation of annual reports to the State Department of Banking and Finance
- Audits of Internal Controls – Governmental Special Project
- Assistance with Implementation of current GASB pronouncements

### ➤ *Current and Near Future Workload*

In order to better serve and provide timely and informative financial data, we have comprised an experienced audit team. Our present and future workloads will permit the proposed audit team to perform these audits within the time schedule required and meet all deadlines.

### ➤ *Identification of Audit Team*

The team is composed of people who are experienced, professional, and creative. They fully understand your business and will provide you with reliable opinions. In addition, they will make a point to maintain ongoing dialogue with each other and management about the status of our services.

The auditing firm you select is only as good as the people who serve you. We are extremely proud of the outstanding team we have assembled for your engagement. Our team brings many years of relevant experience coupled with the technical skill, knowledge, authority, dedication, and most of all, the commitment you need to meet your government reporting obligations and the challenges that will result from the changing accounting standards.

A flow chart of the audit team and brief resumes detailing individual team members' experience in each of the relevant areas follow.

**Jim Hartley, CPA** – Engagement Partner (resume attached)  
Will assist in the field as main contact

**Jay McBee, CPA** – Technical Reviewer (resume attached)

**Christine Kenny, CPA** – Senior (resume attached)

## **Jim Hartley**

*Partner – DiBartolomeo, McBee, Hartley & Barnes*

### **Experience and Training**

Jim has over 35 years of public accounting experience and would serve as the engagement partner. His experience and training include:

- 35 years of non-profit and governmental experience.
- Specializing in serving entities ranging from Government to Associations and Special District audits.
- Has performed audits and advisory services for a variety of public sector entities.
- Has extensive experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines.
- Experienced in maintaining the GFOA Certificate of Achievement.
- 120 hours of CPE credits over the past 3 years.

### **Recent Engagements**

Has provided audit services on governmental entities including towns, villages, cities, counties, special districts and community development districts. Jim has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Jim currently provides internal audit and consulting services to governmental entities and non-profit agencies to assist in implementing and maintaining “best practice” accounting policies and procedures. Jim provides auditing services to the Fort Pierce Utilities Authority, St. Lucie County Fire District, City of Port St. Lucie, Tradition CDD #1 – 10, Southern Groves CDD #1-6, Multiple CDD audits, Town of St. Lucie Village, Town of Sewall’s Point, Town of Jupiter Island along with several other entities, including Condo and Homeowner Associations.

### **Education and Registrations**

- Bachelor of Science in Accounting – Sterling College.
- Certified Public Accountant

### **Professional Affiliations**

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

### **Volunteer Service**

- Treasurer & Executive Board - St. Lucie County Chamber of Commerce
- Budget Advisory Board - St. Lucie County School District
- Past Treasurer - Exchange Club for Prevention of Child Abuse & Exchange Foundation Board
- Board of Directors – State Division of Juvenile Justice

## **Jay L. McBee**

*Partner – DiBartolomeo, McBee, Hartley & Barnes*

### **Experience and Training**

Jay has over 45 years of public accounting experience and would serve as the technical reviewer on the audit. His experience and training include:

- 45 years of government experience.
- Specializing in serving local government entities.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, special districts, and school districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- Has extensive experience in performing pension audits.
- Experienced in developing and maintaining the GFOA Certificate of Achievement.
- 120 Hours of relevant government CPE credits over the past 3 years.
- Experience in municipal bond and other governmental-financing options and offerings.

### **Recent Engagements**

Has provided auditing services on local governmental entities including towns, villages, cities, counties, special district and community development districts. Jay has assisted with financial preparation, system implementation, and a variety of government services to a wide range of governmental entities. Jay currently provides auditing services to the City of Port St. Lucie, City of Okeechobee Pension Trust Funds, St. Lucie County Fire District Pension funds, along with several other non-profit and governmental entities.

### **Education and Registrations**

- Bachelor of Science in Accounting and Quantitative Business Management – West Virginia University.
- Certified Public Accountant

### **Professional Affiliations**

- Member of the American Institute of Certified Public Accountants
- Member of the Florida Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

### **Volunteer Service**

- Member of the St. Lucie County Citizens Budget Committee
- Finance committee for the First United Methodist Church
- Treasurer of Boys & Girls Club of St. Lucie County

## **Christine M. Kenny, CPA**

### ***Senior Staff – DiBartolomeo, McBee, Hartley & Barnes***

#### **Experience and training**

Christine has over 18 years of public accounting experience and would serve as a senior staff for the Constitutional Officers. Her experience and training include:

- 18 years of manager and audit experience.
- Has performed audits and advisory services for a variety of public sector entities including counties, cities, towns and special districts.
- Has experience performing audits of federal grant recipients in accordance with the Single Audit Act and the related Office of Management and Budget (OMB) guidelines, including Circular A-133 and the Rules of the Auditor General.
- 100 hours of relevant government CPE credits over the past 3 years.

#### **Recent Engagements**

Has provided audit services on governmental entities including towns, villages, cities and special districts. Christine has assisted with financial statement preparation, system implementation, and a variety of services to a wide range of non-profit and governmental entities. Christine currently provides services to multiple agencies to assist in implementing and maintaining “best practice” accounting policies and procedures.

Engagements include St. Lucie County Fire District, City of Fort Pierce, Town of Sewall’s Point, and Town of St. Lucie Village.

#### **Education and Registrations**

- Bachelor of Science in Accounting – Florida State University
- Professional Affiliations
- Active Member of the Florida Institute of Certified Public Accountants
- Active Member of the American Institute of Certified Public Accountants
- Member of the Florida Government Finance Officers Association

## PROFESSIONAL QUALIFICATIONS (CONTINUED)

### ➤ ***Governmental Audit Experience***

DiBartolomeo, McBee, Hartley & Barnes, P.A., through its principals and members, has provided continuous in-depth professional accounting, auditing, and consulting services to local government units, nonprofit organizations, and commercial clients. Our professionals have developed considerable expertise in performing governmental audits and single audits and in preparing governmental financial statements in conformance with continually evolving GASB pronouncements, statements, and interpretations. All of the public sector entities we serve annually are required to be in accordance with GASB pronouncements and government auditing standards. We currently perform several Federal and State single audits in compliance with OMB Circular A-133 and under the Florida Single Audit Act. Our professionals are also experienced in assisting their clients with preparing Comprehensive Annual Financial Reports (GFOA).

All work performed by our firm is closely supervised by experienced certified public accountants. Only our most seasoned CPA's perform consulting services. Some of the professional accounting, auditing, and management consulting services currently provided to our local governmental clients include:

- Annual financial and compliance audits including Single Audits of State and Federal financial assistance programs under OMB A-133 audit criteria and the Florida Single Audit Act
- Assisting in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement of Excellence in Financial Reporting
- Audits of franchise fees received from outside franchisees
- Assistance with Implementation of GASB-34
- Internal audit functions
- Fixed assets review and updating cost/depreciation allocations and methods

## ADDITIONAL DATA

### ➤ *Procedures for Ensuring Quality Control & Confidentiality*

Quality control in any CPA firm can never be taken for granted. It requires a continuing commitment to professional excellence. DiBartolomeo, McBee, Hartley & Barnes is formally dedicated to that commitment.

In an effort to continue to maintain the standards of working excellence required by our firm, DiBartolomeo, McBee, Hartley & Barnes, P.A. joined the Quality Review Program of the American Institute of Certified Public Accountants. To be a participating member firm, a firm must obtain an independent compliance review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements. The scope of peer review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence
- Assignment of professional personnel to engagements
- Consultation on technical matters
- Supervision of engagement personnel
- Hiring and employment of personnel
- Professional development
- Advancement
- Acceptance and continuance of clients
- Inspection and review system

### ➤ *Independence*

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, independent auditors must exercise utmost care in the performance of their duties.

Our firm has provided continuous certified public accounting services in the government sector for 31 years, and we are independent of the Community Development Districts as defined by the following rules, regulations, and standards:

## ADDITIONAL DATA (CONTINUED)

### ➤ *Independence (Continued)*

- Au Section 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants
- ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants
- Chapter 21A-21, Florida Administrative Code
- Section 473.315, Florida Statutes
- Government Auditing Standards, issued by the Comptroller General of the United States

### ➤ *Computer Auditing Capabilities*

DiBartolomeo, McBee, Hartley & Barnes' strong computer capabilities as demonstrated by our progressive approach to computer auditing and extensive use of microcomputers. Jay McBee is the MIS partner for DMHB. Jay has extensive experience in auditing and evaluating various computer systems and would provide these services in this engagement.

We view the computer operation as an integral part of its accounting systems. We would evaluate the computer control environment to:

- Understand the computer control environment's effect on internal controls
- Conclude on whether aspects of the environment require special audit attention
- Make preliminary determination of comments for inclusion in our management letter

*This evaluation includes:*

- System hardware and software
- Organization and administration
- Access

## Contracts of Similar Nature within References

Client	Years	Annual Audit In Accordance With GAAS	Engagement Partner	Incl. Utility Audit/ Consulting	GFOA Cert.	GASB 34 Implementation & Assistance	Total Hours
St. Lucie County Fire District Karen Russell, Clerk-Treasurer (772)462-2300	1984 - Current	√	<b>Jim Hartley</b>			√	<b>250-300</b>
City of Fort Pierce Johnna Morris, Finance Director (772)-460-2200	2005-current	√	<b>Mark Barnes</b>		√	√	<b>800</b>
Fort Pierce Utilities Authority Nina Hurtubise, Finance Director (772)-466-1600	2005-current	√	<b>Jim Hartley</b>	√	√	√	<b>600</b>
Town of St. Lucie Village Diane Robertson, Town Clerk (772) 595-0663	1999 – current	√	<b>Jim Hartley</b>			√	<b>100</b>
City of Okeechobee Pension Trust Funds Marita Rice, Supervisor of Finance (863)763-9460	1998 – current	√	<b>Jay McBee</b>				<b>60</b>
St. Lucie County Fire District 175 Pension Trust Fund Chris Bushman , Captain (772) 462-2300	1990 – current	√	<b>Jay McBee</b>				<b>60</b>
Tradition Community Development District 1-10 Alan Mishlove, District Finance Manager (407)382-3256	2002 - current	√	<b>Jim Hartley</b>			√	<b>350</b>
Legends Bay Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	<b>Jim Hartley</b>				<b>50</b>
Union Park Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	<b>Jim Hartley</b>				<b>50</b>
Deer Island Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	<b>Jim Hartley</b>				<b>50</b>
Park Creek Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	<b>Jim Hartley</b>				<b>50</b>
Waterleaf Community Development District Patricia Comings-Thibault (321)263-0132	2013-current	√	<b>Jim Hartley</b>				<b>50</b>



## TECHNICAL APPROACH

**a. *An Express Agreement to Meet or Exceed the Performance Specifications.***

1. The audit will be conducted in compliance with the following requirements:
  - a. Rules of the Auditor General for form and content of governmental audits
  - b. Regulations of the State Department of Banking and Finance
  - c. Audits of State and Local Governmental Units-American Institute of Certified Public Accountants.
2. The audit report shall contain the opinion of the auditor in reference to all financial statements, and an opinion reflecting compliance with applicable legal provisions.
3. We will also provide the required copies of the audit report, the management letter, any related reports on internal control weaknesses and one copy of the adjusting journal entries and financial work papers.
4. The auditor shall, at no additional charge, make all related work papers available to any Federal or State agency upon request in accordance with Federal and State Laws and Regulations.
5. We will work in cooperation with the District, its underwriters and bond council in regard to any bond issues that may occur during the term of the contract.
6. The financial statements shall be prepared in conformity with Governmental Accounting Standards Board Statement Number 34, 63 and 65.

We will commit to issuing the audit for each Fiscal year by June 1<sup>st</sup> of the following year. In order to ensure this we will perform interim internal control testing as required by January 31<sup>st</sup> from unaudited preliminary general ledgers provided. The remaining testing will be completed no later than May 1<sup>st</sup>. We will also review all minutes and subsequent needs related to the review of the minutes by January 30<sup>th</sup>. Follow up review will be completed as necessary.

***b. A Tentative Schedule for Performing the Key phases of the Audit***

<b>Audit Phase and Tasks</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>Feb.</b>	<b>Mar.</b>	<b>Apr.</b>
<b><i>I. Planning Phase:</i></b>							
Meetings and discussions with Cypress Park Estates Community Development District personnel regarding operating, accounting and reporting matters							
Discuss management expectations, strategies and objectives							
Review operations							
Develop engagement plan							
Study and evaluate internal controls							
Conduct preliminary analytical review							
<b><i>II. Detailed Audit Phase:</i></b>							
Conduct final risk assessment							
Finalize audit approach plan							
Perform substantive tests of account balances							
Perform single audit procedures (if applicable)							
Perform statutory compliance testing							
<b><i>III. Closing Phase:</i></b>							
Review subsequent events, contingencies and commitments							
Complete audit work and obtain management representations							
Review proposed audit adjustments with client							
<b><i>IV. Reporting Phase:</i></b>							
Review or assist in preparation of financial statement for Cypress Park Estates Community Development District							
Prepare management letter and other special reports							
Exit conference with Cypress Park Estates Community Development District officials and management							
Delivery of final reports							

**b. SPECIFIC AUDIT APPROACH**

**Our partners are not strangers who show up for an entrance conference and an exit conference.** We have developed an audit plan that allows the partners to directly supervise our staff in the field. By assigning two partners to the audit, we will have a partner on-site for a significant portion of the fieldwork. This also gives the District an additional contact individual for questions or problems that may arise during the audit.

The scope of our services will include a financial, as well as, a compliance audit of the District's financial statements. Our audit will be conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Additionally, our audit will be conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local government entity audits performed in the State of Florida.

Our audit approach places emphasis on the accounting information system and how the data is recorded, rather than solely on the verification of numbers on a financial statement. This approach enables us to:

- Maximize our understanding of the District's operating environment
- Minimize time required conducting the audit since we start with broad considerations and narrow to specific audit objectives in critical areas

Our audit approach consists of four phases encompassing our audit process:

- Planning Phase
- Detailed Audit Phase
- Closing Phase
- Reporting

**Planning Phase**

**Meetings and Expectations:**

Our first step in this phase will be to set up a planning meeting with the financial and operating management of Cypress Park Estates Community Development District. Our goal here is to eliminate "surprises." By meeting with responsible officials early on we can discuss significant accounting policies, closing procedures and timetables, planned timing of our audit procedures and expectations of our work. This will also be the starting point for our discussions with management related to *SAS No. 99-Consideration of Fraud in a Financial Statement Audit*. Inquiries will be made regarding managements knowledge of fraud and on management's views regarding the risk of fraud.

## **Review Operations and Develop Engagement Plan**

It is critical that we understand the District's operating environment. To do this we will obtain and review such items as, organizational charts, recent financial statements, budget information, major contracts and lease agreements. We will also gather other information necessary to increase our understanding of the District's operations, organization, and internal control.

## **Study and Evaluate Internal Control**

As part of general planning, we will obtain an understanding and assessment of the District's control environment. This assessment involves a review of management's operating style, written internal control procedures, and the District's accounting system. The assessment is necessary to determine if we can rely on control procedures and thus reduce the extent of substantive testing.

We then test compliance with established control procedures by ascertaining that the significant strengths within the system are functioning as described to us. Generally, transactions are selected and reviewed in sufficient detail to permit us to formulate conclusions regarding compliance with control procedures and the extent of operation compliance with pertinent laws and regulations. This involves gaining an understanding of the District's procedures, laws and regulations, and testing systems for compliance by examining contracts, invoices, bid procedures, and other documents. After testing controls, we then evaluate the results of those tests and decide whether we can rely on controls and thus reduce other audit procedures.

## **Conduct Preliminary Analytical Review**

Also during the planning stage, we undertake analytical procedures that aid us in focusing our energies in the right direction. We call these analytical reviews.

A properly designed analytical review can be a very effective audit procedure in audits of governmental units. Analytical reviews consist of more than just a comparison of current-year actual results to prior-year actual results. Very effective analytical review techniques include trend analysis covering a number of years and comparisons of information not maintained totally within the financial accounting system, such as per capita information, prevailing market interest rates, housing statistics, etc.

Some examples of effective analytical reviews performed together and/or individually include:

- Comparison of current-year actual results with current-year budget for the current and past years with investigation of significant differences and/or trends
- Trend analysis of the percentage of current-year revenues to current-year rates for the current and previous years with investigation of significant changes in the collection percentage
- Trend analysis of the percentage of expenditures by function for the current and previous years with investigation of significant changes in percentages by department
- Monthly analysis of receipts compared to prior years to detect trends that may have audit implications

Conclusions reached enable us to determine the nature, timing and extent of other substantive procedures.

## Detailed Audit Phase

### **Conduct Final Risk Assessment and Prepare Audit Programs**

Risk assessment requires evaluating the likelihood of errors occurring that could have a material affect on the financial statements being audited. The conclusions we reach are based on many evaluations of internal control, systems, accounts, and transactions that occur throughout the audit. After evaluating the results of our tests of control and our final risk assessment we can develop detailed audit programs.

### **Perform Substantive Tests of Account Balances**

These tests are designed to provide reasonable assurance as to the validity of the information produced by the accounting system. Substantive tests involve such things as examining invoices supporting payments, confirmation of balances with independent parties, analytical review procedures, and physical inspection of assets. All significant accounts will be subjected to substantive procedures. Substantive tests provide direct evidence of the completeness, accuracy, and validity of data.

### **Perform Single Audit Procedures (if applicable)**

During the planning phase of the audit we will request and review schedules of expenditures of federal awards and state financial assistance. These schedules will be the basis for our determination of the specific programs we will test.

In documenting our understanding of the internal control system for the financial statement audit, we will identify control activities that impact major federal and state programs as well. This will allow us to test certain controls for the financial audit and the single audit concurrently. We will then perform additional tests of controls for each federal and state program selected for testing. We will then evaluate the results of the test of controls to determine the nature, timing and extent of substantive testing necessary to determine compliance with major program requirements.

## **Perform Statutory Compliance Testing**

We have developed audit programs for Cypress Park Estates Community Development District designed to test Florida Statutes as required by the Auditor General. These programs include test procedures such as general inquiries, confirmation from third parties, and examination of specific documents.

### **Closing Phase**

During the closing phase we perform detail work paper reviews, request legal letters, review subsequent events and proposed audit adjustments. Communication with the client is critical in this phase to ensure that the information necessary to prepare financial statements in conformity with accounting principles generally accepted in the United States has been obtained.

### **Reporting Phase**

#### **Financial Statement Preparation**

As a local firm, we spend a considerable amount of time on financial statement preparation and support. With this in mind, we can assist in certain portions of the preparation of financial statements or simply review a draft of financials prepared by your staff. We let you determine our level of involvement.

#### **Management Letters**

***We want to help you solve problems before they become major.***

Our management letters go beyond citing possible deficiencies in the District's internal control structures. They identify opportunities for increasing revenues, decreasing costs, improving management information, protecting assets and improving operational efficiency.

The diversity of experience of our personnel and their independent and objective viewpoints make the comments, observations, and conclusions presented in our management letters a valuable source of information. We have provided positive solution-oriented objective recommendations to our governmental clients regarding investments, accounting accuracy, data processing, revenue bonds, payroll, utility billing, purchasing, budgeting, risk management, and internal auditing.

This review ensures the integrity of the factual data in the management letter but does not influence or impair our independence.

#### **Exit Conferences and Delivery of Reports**

We anticipate meeting with appropriate District personnel in February and issuing the final required reports by the May meeting of each year.

## **PROPOSED AUDIT FEE**

DiBartolomeo, McBee, Hartley & Barnes P.A. will perform the annual audit of Cypress Park Estates Community Development District as follows:

September 2025	\$ 4,950
September 2026	\$ 5,100
September 2027	\$ 5,250
September 2028	\$ 5,400
September 2029	\$ 5,600

In years of new debt issuance fees may be adjusted as mutually agreed upon.

## SECTION B





**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

# Proposal to Provide Financial Auditing Services:

**CYPRESS PARK ESTATES**  
COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: June 13, 2025  
5:00PM

**Submitted to:**

Cypress Park Estates  
Community Development District  
c/o District Manager  
219 East Livingston Street  
Orlando, Florida 32801

---

**Submitted by:**

Antonio J. Grau, Partner  
Grau & Associates  
1001 Yamato Road, Suite 301  
Boca Raton, Florida 33431

**Tel** (561) 994-9299  
(800) 229-4728

**Fax** (561) 994-5823

[tgrau@graucpa.com](mailto:tgrau@graucpa.com)

[www.graucpa.com](http://www.graucpa.com)



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

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**Grau & Associates**

CERTIFIED PUBLIC ACCOUNTANTS

June 13, 2025

Cypress Park Estates Community Development District  
c/o District Manager  
219 East Livingston Street  
Orlando, Florida 32801

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2025, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Cypress Park Estates Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Government audits are at the core of our practice: **95% of our work is performing audits for local governments and of that 98% are for special districts.** With our significant experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to your operations.

#### **Why Grau & Associates:**

##### **Knowledgeable Audit Team**

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year-round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

##### **Servicing your Individual Needs**

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

##### **Developing Relationships**

We strive to foster mutually beneficial relationships with our clients. We stay in touch year-round, updating, collaborating, and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

##### **Maintaining an Impeccable Reputation**

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

### **Complying With Standards**

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA ([tgrau@graucpa.com](mailto:tgrau@graucpa.com)) or David Caplivski, CPA ([dcaplivski@graucpa.com](mailto:dcaplivski@graucpa.com)) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,  
Grau & Associates



Antonio J. Grau

# Firm Qualifications



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

# Grau's Focus and Experience

## Our Team



**3** Partners  
**11** Professional Staff  
**2** Administrative Professionals



**2005**

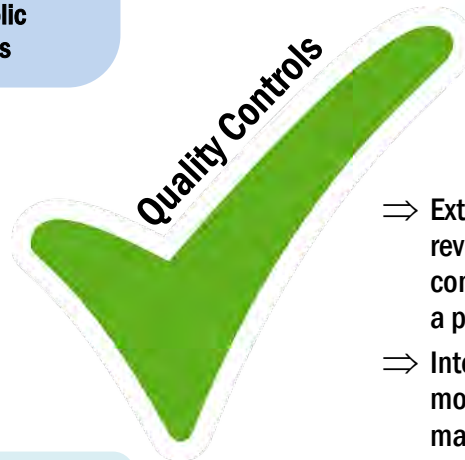
Year founded

## Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the **American Institute of Certified Public Accountants** & the **Florida Institute of Certified Public Accountants**



- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality



AICPA | FICPA | GFOA | FASD | FGFOA

See next page for report and certificate



FICPA Peer Review Program  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

AICPA Peer Review Program  
Administered in Florida  
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau  
Grau & Associates  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791



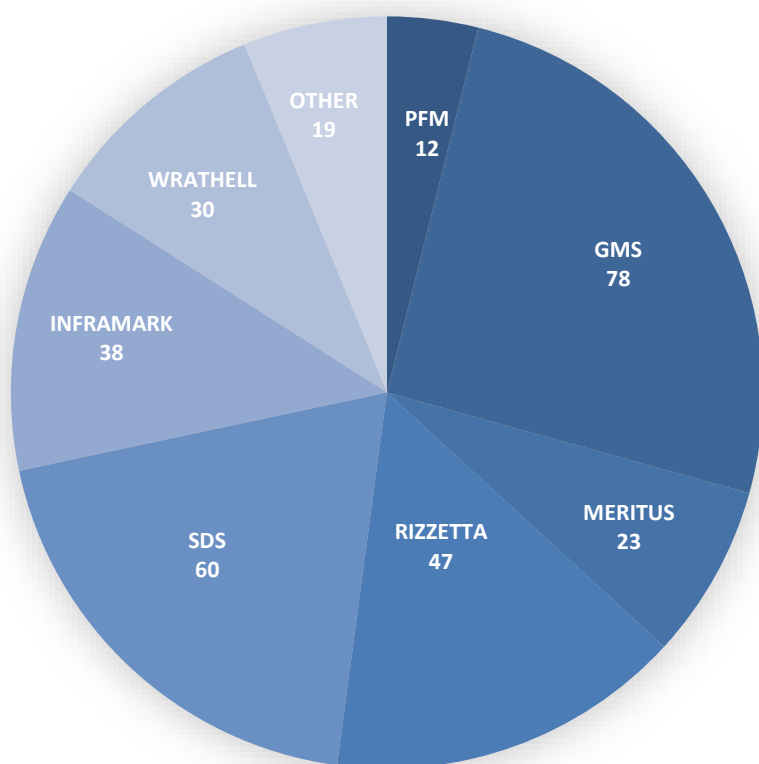
# **Firm & Staff Experience**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS



## GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



### Profile Briefs:

#### **Antonio J GRAU, CPA (Partner)**

Years Performing Audits: 35+  
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 56 hours  
Professional Memberships: AICPA, FICPA, FGFOA, GFOA

#### **David Caplivski, CPA (Partner)**

Years Performing Audits: 13+  
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 64 hours  
Professional Memberships: AICPA, FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

- David Caplivski

## **YOUR ENGAGEMENT TEAM**

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team. The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



## Antonio 'Tony' J. Grau, CPA

### Partner

Contact: [tgrau@graucpa.com](mailto:tgrau@graucpa.com) | (561) 939-6672

#### Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

#### Education

University of South Florida (1983)

Bachelor of Arts

Business Administration

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#### Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District  
Dunes Community Development District  
Fishhawk Community Development District (I,II,IV)  
Grand Bay at Doral Community Development District  
Heritage Harbor North Community Development District

St. Lucie West Services District  
Ave Maria Stewardship Community District  
Rivers Edge II Community Development District  
Bartram Park Community Development District  
Bay Laurel Center Community Development District

Boca Raton Airport Authority  
Greater Naples Fire Rescue District  
Key Largo Wastewater Treatment District  
Lake Worth Drainage District  
South Indian River Water Control

#### Professional Associations/Memberships

American Institute of Certified Public Accountants  
Florida Institute of Certified Public Accountants  
City of Boca Raton Financial Advisory Board Member

Florida Government Finance Officers Association  
Government Finance Officers Association Member

#### Professional Education (over the last two years)

##### Course

Government Accounting and Auditing  
Accounting, Auditing and Other  
Total Hours

##### Hours

24  
56  
80 (includes of 4 hours of Ethics CPE)



**David Caplivski, CPA/CITP, Partner**  
Contact : [dcaplivski@graucpa.com](mailto:dcaplivski@graucpa.com) / 561-939-6676

**Experience**

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

**Education**

Florida Atlantic University (2009)  
Master of Accounting  
Nova Southeastern University (2002)  
Bachelor of Science  
Environmental Studies

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**Certifications and Certificates**

Certified Public Accountant (2011)  
AICPA Certified Information Technology Professional (2018)  
AICPA Accreditation COSO Internal Control Certificate (2022)

**Clients Served (partial list)**

(>300) Various Special Districts	Hispanic Human Resource Council
Aid to Victims of Domestic Abuse	Loxahatchee Groves Water Control District
Boca Raton Airport Authority	Old Plantation Water Control District
Broward Education Foundation	Pinetree Water Control District
CareerSource Brevard	San Carlos Park Fire & Rescue Retirement Plan
CareerSource Central Florida 403 (b) Plan	South Indian River Water Control District
City of Lauderdale GERS	South Trail Fire Protection & Rescue District
City of Parkland Police Pension Fund	Town of Haverhill
City of Sunrise GERS	Town of Hypoluxo
Coquina Water Control District	Town of Hillsboro Beach
Central County Water Control District	Town of Lantana
City of Miami (program specific audits)	Town of Lauderdale By-The-Sea Volunteer Fire Pension
City of West Park	Town of Pembroke Park
Coquina Water Control District	Village of Wellington
East Central Regional Wastewater Treatment Fac.	Village of Golf
East Naples Fire Control & Rescue District	

**Professional Education (over the last two years)**

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	88 (includes 4 hours of Ethics CPE)

**Professional Associations**

Member, American Institute of Certified Public Accountants  
Member, Florida Institute of Certified Public Accountants  
Member, Florida Government Finance Officers Association  
Member, Florida Association of Special Districts

# References



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

### Dunes Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 1998
<b>Client Contact</b>	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

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### Two Creeks Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 2007
<b>Client Contact</b>	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

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### Journey's End Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 2004
<b>Client Contact</b>	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

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# **Specific Audit Approach**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS



# **AUDIT APPROACH**

## **Grau's Understanding of Work Product / Scope of Services:**

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

## **Proposed segmentation of the engagement**

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



## **Phase I - Preliminary Planning**

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

### **During this phase we will perform the following activities:**

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.



## **Phase II – Execution of Audit Plan**

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

## **Phase III - Completion and Delivery**

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:

Is the recommendation cost effective?

Is the recommendation the simplest to effectuate in order to correct a problem?

Is the recommendation at the heart of the problem and not just correcting a symptomatic matter?

Is the corrective action taking into account why the deficiency occurred?

To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

### **Communications**

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

# **Cost of Services**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2025-2029 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2025	\$4,600
2026	\$4,700
2027	\$4,800
2028	\$4,900
2029	<u>\$5,000</u>
<b>TOTAL (2025-2029)</b>	<b><u>\$24,000</u></b>

The above fee is based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fee would be adjusted accordingly upon approval from all parties concerned.

# **Supplemental Information**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

## **PARTIAL LIST OF CLIENTS**

<b>SPECIAL DISTRICTS</b>	<b>Governmental Audit</b>	<b>Single Audit</b>	<b>Utility Audit</b>	<b>Current Client</b>	<b>Year End</b>
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Farms Water Control District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Asbury Municipal Service Benefit District	✓			✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Water Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Port of The Islands Community Improvement District	✓		✓	✓	9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓				9/30
South Central Regional Wastewater Treatment and Disposal Board	✓				9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunrise Lakes Phase IV Recreation District	✓			✓	9/30
Sunshine Water Control District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (452)	✓			✓	9/30
<b>TOTAL</b>	<b>491</b>	<b>5</b>	<b>4</b>	<b>484</b>	

## **ADDITIONAL SERVICES**

### **CONSULTING / MANAGEMENT ADVISORY SERVICES**

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

### **ARBITRAGE**

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

**73**

Current  
Arbitrage  
Calculations

**We look forward to providing **Cypress Park Estates Community Development District** with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!**

**For even more information on Grau & Associates  
please visit us on [www.graucpa.com](http://www.graucpa.com).**

**Cypress Park Estates CDD Auditor Selection**

	<b>Ability of Personnel (20 pts)</b>	<b>Proposer's Experience (20 pts)</b>	<b>Understading of Scope of Work (20 pts)</b>	<b>Ability to Furnish the Required Services (20 pts)</b>	<b>Price (20 pts)</b>	<b>Total Points Earned</b>	<b>Ranking (1 being highest)</b>
<b>DiBartolomeo, McBee, Hartley &amp; Barnes</b>					2025- \$4,950 2026- \$5,100 2027- \$5,250 2028- \$5,400 2029- \$5,600		
<b>Grau &amp; Associates</b>					2025- \$4,600 2026- \$4,700 2027- \$4,800 2028- \$4,900 2029- \$5,000		



# Board of Supervisors Meeting

# MINUTES

**MINUTES OF MEETING  
CYPRESS PARK ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cypress Park Estates Community Development District was held **Monday, May 12, 2025** at 6:35 p.m. at the Lake Eva Event Center (Conference Room), 799 Johns Avenue, Haines City, Florida.

Present and constituting a quorum:

Steve Rosser  
Alan Metzger  
Kristina Bolen  
Allan Keen *by Zoom*

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Monica Virgen  
Grace Rinaldi  
Marshall Tindall

District Manager, GMS  
District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Field Manager GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Virgen called the meeting to order at 6:35 p.m. and called the roll. Three Supervisors were in attendance constituting a quorum. Mr. Keen participated via Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Virgen asked for any public comments on agenda items. There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Consideration of Appointment to Fill Vacant Board Seat #5**

Ms. Virgen stated this is for the appointment to fill vacant Board seat #5. There was a motion for Mr. Cliff Haynes to fill the seat.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with Mr. Metzger and Ms. Bolen, in favor, and Mr. Rosser and Mr. Keen
--

opposed, the Appointment of Cliff Haynes to Fill Seat #5, the motion failed 2-2.

Ms. Virgen asked if there were any other appointments or discussion. She stated they could remove this item until there is further direction from the Board. She added the Board has not had a consensus on this item for the past couple of meetings and it could be removed from the agenda until it was requested. After discussion the Board requested to have organizational matters removed from future agendas unless a Board member requests it. She added there was no motion needed.

**B. Administration of Oath to Newly Appointed Supervisor**

**C. Consideration of Resolution 2025-08 Electing Officers**

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the April 22,  
2025 Board of Supervisors Meeting**

Ms. Virgen presented the minutes from the April 22, 2025 Board of Supervisors meeting. She asked for any changes or corrections. She noted they had received comments from Mr. Metzger, and they have been incorporated into the version provided to the Board on the iPads.

On MOTION by Ms. Bolen, seconded by Mr. Metzger, with all in favor, the Minutes of the April 22, 2025 Board of Supervisors Meeting, were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Items Pertaining to Fiscal Year 2025/2026  
Budget Adoption**

**A. Discussion and Summary Regarding Potential District Projects in Relation to the District's Budget**

- i. Pool Furniture Summary of Options**
- ii. Playground Shade Options**
- iii. Pool Shade Options**

Ms. Virgen noted at the last couple of Board meetings, the Board was interested in looking at some options on several projects. Mr. Tindall provided a few options that were in the agenda package with a summary. Ms. Virgen noted the same numbers for the pool furniture, the playground shades and the pool shade and they are listed on the summary. She asked for any questions or comments.

Board member requested this item be tabled until they could have more discussion of the money left over in the budget. Ms. Virgen noted there were two separate budget options that will be presented today. One of the budgets contemplates that the Board will move a certain amount of money over to fund any of the special projects they are looking to take on this coming fiscal year. She added it is important for choosing which budget the Board is going to choose. Board member requested they look at the budget first.

**B. Consideration of Resolution 2025-09 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget (Suggested Date: August 26, 2025)(Option A)**

Ms. Virgen noted there are two resolutions presented today. The first is Option A that contemplates there would be no increase in assessments. She added Option B offers the opportunity to increase assessments to fund the special projects the Board was considering. She noted that approval of the resolution will set the public hearing for budget adoption and allow District staff to send the proposed budget to the city of Polk County at least 60 days prior to the hearing date, which is in accordance with Florida statutes. It will also allow staff to post the budget to the District's website and direct staff to publish in the newspaper of general circulation. Ms. Virgen noted if the assessments are increased this allows staff to send mailed notices to the residents that would be affected by the increase.

Mr. Metzger asked how they had 20% left over from last year's budget and how was it so far off. Ms. Virgen stated she felt he was looking at the projected numbers. He added the adopted budget of 2025 had \$140,000 left over projected until the end of the year. He added this would be 20% of the budget approved for 2025 and it was a major difference. She noted that was a projection and they were not certain what funds would be expended in what way. She added there are a lot of maintenance items that may occur. She noted this is a projection based this year's expenditures.

Ms. Burns added comments about upcoming expenditures such as landscaping and the proposed budget may not reflect what is left at the end of the year due to expenses not incurred until the end of the year such as growing season, or in the summer amenity contingencies such as increased janitorial services or other items.

Ms. Burns explained the process of projections. Board member asked about the water and sewer and concerns of \$41,000 and no money has been spent. He noted they budgeted \$81,000

and they have spent \$17,000 and were projected to spend \$36,000. He was concerned about how the projections were made.

Ms. Virgen stated she could go through the budget line by line and will start with option A. She started with the general fund and revenues; the adopted budget and the proposed budget with Option A at \$762,566. Total revenues for 2026 to \$768,648. This budget reflects no increase. She reviewed expenditures, increases based on estimates from vendors, a 3% increase from management fees, and increase on insurance.

Other topics on field management was a 15% increase, 3% on field management, increase in landscape line items, mowing was discussed, streetlight increase, water sewer increase, pressure washing and general maintenance increase, amenity expenditures increase in pest control for 3 playgrounds, eliminate leases and move those amounts, holiday décor included, holiday décor with HOA, capital reserve uses, electricity and power, and security services were same amount as last year. Question was asked what it would cost to increase amount of security. Ms. Virgen stated currently security is budgeted at \$36,000. The Board can increase the line item, and the amount of security services was discussed.

The Board wanted to hear audience comments and asked to open the meeting for public comments. After discussion they decided to wait for complete budget overview before opening to public.

Ms. Virgen continued overview of the budget to include the capital reserve transfers. She referred to the budget Option B overview. She noted the difference in Option A & B with capital reserve transfer and other amounts for Board projects. Reserve study costs and needs were discussed. Mr. Rosser wanted to adopt budget Option A. There was a motion to approve Option A by Alan Metzger. There was not a second and the motion failed.

**C. Consideration of Resolution 2025-09 Approving the Proposed Fiscal Year 2025/2026 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments (Suggested Date: August 26, 2025)(Option B)**

Ms. Virgen provided an overview of Option B which includes an increase in assessments which would cover project for \$75,000. The assessment process was discussed, transfers, collections from tax collector, bank account statements, builder schedule and other options for funding.

Ms. Virgen opened the meeting for public comment for comments on the budgets.

Kelly Mercado made comments recommended paying off leases before adding any more expenses. she commented on issues with the security and would like special patrol at the pool.

Cliff Haynes suggested increase in security and an increase in the budget, and specifics to increases.

Claudia Hernandez made comments that we should not add anything new and focus on what we owe and not add more. She did not want an increase.

Stephanie Rodriquez stated she would like extra security for the pool.

Claudia Mercado agrees with no increase, and would like Option A.

Rachel Haynes made comments on an increase for adding security. She felt that was very important at the pool. She felt it was a fair increase.

A question was asked on increasing just for security or for other projects.

Glyzenda Rivera (Zoom) made comments on not needing an increase and focus on what we really need.

Kevin Beck (Zoom) commented on additional projects for investment in the community and having the Board get information from the community. He was fine with an increase to provide those projects. He wanted extra security at the pool at any costs.

A clarification was made on if they don't have an increase could they still get security.

Another comment was made on security and wanted to hear Board thoughts. Ms. Virgen noted the Board would have further discussion.

Ms. Bolen would like to compromise where an increase for one project and increase the security line item. She wanted to know if security was an option in the summer. Ms. Burns gave numbers for security for 16 hours per week at 15 weeks for \$6,876. Discussion ensued on extra security, days of week, a security session to determine what days/times if needed, and budget, and discussion of proposals for security. Other projects and an explanation of the options to help address the projects and including security. It was noted Option A was no increase and having a significantly lower transfer to capital.

Mr. Metzger MOTIONED to Adopt Budget Option A, there being no second the motion failed.
---

Ms. Virgen reminded them approval of an increase they would not have to raise assessments. Security was considered a priority. Other options were discussed. After discussion the motion was made to approve Option B.

After discussion the date for the public hearing was decided for August 7, 2025 at 6:00 p.m. at the Lake Eva Event Center. Monthly meetings will remain the same with the next meeting on June 24, 2025 at 11:00 a.m..

On MOTION by Mr. Rosser, seconded by Ms. Bolen, with Mr. Rosser, Ms. Bolen, and Mr. Keen in favor, and Mr. Metzger opposed, Resolution 2025-09, Approving the Proposed Fiscal Year 2025/2026 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance for Assessments, for August 7, 2025 at 6:00 p.m. at the Lake Eva Event Center, Option B, was approved 3-1.

#### **SIXTH ORDER OF BUSINESS**

#### **Discussion Regarding Processing of Supervisor Payments *(Requested by Supervisor Keen)***

Ms. Burns noted that Supervisor Keen had contacted their office and requested discussion of the processing of Supervisor payments. She noted the processing must be the same for all Supervisors.

#### **SEVENTH ORDER OF BUSINESS**

#### **Presentation and Acceptance of Letter of Resignation from District Engineer**

Ms. Virgen noted the letter of resignation from the District engineer is in the package. Rodney Gadd is from Gadd and Associates.

On MOTION by Ms. Bolen, seconded by Mr. Rosser, with all in favor, Accepting the Letter of Resignation from the District Engineer, was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Request for Authorization to Issue RFQ for District Engineering Services**

Ms. Virgen stated they have the request for engineering services and the request needed to go through a formal bid process. She added the request for qualification are in the agenda package



and this general notice will go out for request. The qualifications must go out by June 12:00 p.m. on June 13, 2025.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with all in favor, the Request for Authorization to Issue RFQ for District Engineering Services, was approved.

## **NINTH ORDER OF BUSINESS**

### **Appointment of Audit Committee**

Ms. Virgen noted that there will be an audit committee meeting after this meeting for process for electing an auditor for Fiscal Year 2025. This will appoint the committee, and the Board typically appoints themselves at the audit committee. She explained another meeting will meet after the audit committee is selected. It was explained this is required per Florida statutes and the committee will select an auditor.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with all in favor, Appointment of the Board of Supervisors as the Audit Committee, was approved.

## **TENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Ms. Rinaldi commented on the tracking of the legislative bills and will update the Board later.

#### **B. Engineer**

There was no District Engineer's report. The resignation of the engineer will be on May 12<sup>th</sup>.

#### **C. Field Manager's Report**

Mr. Tindall reviewed the Field Managers Report to include maintenance updates, facilities progress, technology investment, repairs, pest control and timeline, red ant issue, locations, and budget concerns.

#### **i. Discussion Regarding Phase 3 Entrance Power and Solar Light Options**

Mr. Tindall presented the proposal for Phase 3 entrance power and solar light options. Other discussion was on costs, fund usage, bond funds, and a motion with a not to exceed amount of \$10,058. It was discussed these funds are for construction things that were not handled by the developer and donated to the CDD. A proper request will be sent to the developer.

On MOTION by Ms. Bolen, seconded by Mr. Metzger, with all in favor, the Proposal for Phase 3 Entrance Power and Solar Light Options with a Not to Exceed Amount of \$10,058, was approved.

**ii. Discussion Regarding Concerns in Open Field Area**

Mr. Tindall presented the concerns in the open field area, irrigation issues, and other concerns. No action was taken.

**iii. Consideration of Proposal for Hydro Lift**

Mr. Tindall presented the proposals for the hydro lift. After discussion there was no action taken.

**D. District Manager's Report**

**i. Presentation of Number of Registered Voters – 562**

Ms. Virgen noted the number of registered voters in the District as of April 15<sup>th</sup> was 562. Discussion was held on the number of homes in the CDD.

**i. Discussion of the FY25 Regular Meeting Dates (Added)**

Ms. Virgen stated she wanted to discuss changing the regular meeting date due to some conflicts. She proposed 10:00 a.m. on the fourth Tuesday of each month.

After discussion the Board decided to have remaining meetings at 10:00 a.m.

On MOTION by Ms. Bolen, seconded by Mr. Metzger, with all in favor, Moving the Regular Meeting Dates to the 4<sup>th</sup> Tuesday of the Month at 10:00 a.m., was approved.

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Virgen asked for a motion to adjourn.

On MOTION by Ms. Bolen, seconded by Mr. Metzger, with all in favor, the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

**MINUTES OF MEETING  
CYPRESS PARK ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

The audit committee meeting of the Board of Supervisors of the Cypress Park Estates Community Development District was held **Monday, May 12, 2025** at the Lake Eva Event Center (Conference Room), 799 Johns Avenue, Haines City, Florida.

Present for the Audit Committee were:

Steve Rosser  
Alan Metzger  
Kristina Bolen

Also present were:

Jill Burns  
Monica Virgen  
Grace Rinaldi  
Marshall Tindall

District Manager, GMS  
District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Field Manager, GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Virgen called the meeting to order and called the roll. Three Supervisors were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Virgen asked for any public comments on agenda items. There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Audit Services**

**A. Approval of Request for Proposals and Selection Criteria**

Ms. Virgen noted the request for proposals is a general request advertisement for them to be back no later than Friday, June 13, 2025 no later than 5:00 p.m. at the GMS offices at 219 East Livingston Street, Orlando, FL 32801.

Ms. Bolen had a question regarding the process and ask if they put out notices to see who responds or is the request sent to specific companies. It was noted they will do both. They were contracted with Grau and Associates and the cost will be determined after the requests are received.

On MOTION by Ms. Bolen, seconded by Mr. Rosser, with all in favor, the Proposal and Selection Criteria for Audit Services, was approved.

**B. Approval of Notice of Request for Proposals for Audit Services**

Ms. Virgen noted the proposal is contained within the package and notes the same proposal and June 13<sup>th</sup> deadline.

On MOTION by Ms. Bolen, seconded by Mr. Rosser, with all in favor, the Notice of Request for Proposals for Audit Services, was approved.

**C. Public Announcement of Opportunity to Provide Audit Services**

Ms. Virgen noted this is a part of the public record for the announcement of opportunity to provide audit services.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn.

On MOTION by Mr. Bolen, seconded by Mr. Rosser, with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION V



**REQUEST FOR QUALIFICATIONS**

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# **ENGINEERING SERVICES FOR**

**Cypress Park Estates Community Development District**

**JUNE 13, 2025**



**Dewberry®**

**ELECTRONIC**

**SUBMITTED BY**

Dewberry Engineers Inc.  
800 North Magnolia Avenue  
Suite 1000  
Orlando, Florida 32803

**SUBMITTED TO**

Governmental Management Services-Central Florida, LLC  
c/o Monica Virgen/Samantha Ham  
219 E. Livingston Street  
Orlando, Florida 32801

June 13, 2025

Cypress Park Estates Community Development District  
ATTN: c/o Monica Virgen/Samantha Ham  
District Manager's Office  
Governmental Management Services-Central Florida, LLC  
219 E. Livingston St., Orlando, FL 32801

**RE: Request For Qualifications for Engineering Services for the Cypress Park Estates Community Development District**

Dear District Manager(s),

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 Cypress Park Esates with the unique experience, familiarity, and understanding of the type of services that will be requested.

Our team of technical experts are qualified to meet engineering needs in all anticipated scope areas. **Dewberry is authorized to do business in the state of Florida in accordance of Florida law.** This team will be led by **District Engineer, Rey Malavé, PE**, who will be Cypress Park Esates's primary point of contact throughout the life of this contract. Rey has 39 years of experience serving CDDs throughout Florida, many of which have long term contracts with Dewberry. Rey will be supported by **Assistant District Engineer, Joey Duncan, PE**. Joey previously served as the Director of Public Works for the City of Jacksonville, and has experience providing services to a variety of CDDs, as well as meeting the level of service necessary for the Cypress Park Esates CDD.

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 350 employees in Florida, allowing us to provide 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. **Whether the District requires services to 200 acres or 10,000 acres, we offer 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.**

Dewberry currently has no conflicts with any home builder within the Cypress Park Esates CDD. We have provided demonstrable proof of our qualifications in this submittal, and we are eager for the opportunity to prove ourselves as a valuable partner to you.

It would be our privilege to serve as your District Engineer, and we are pleased to offer our qualifications for engineering services to help advance and expand the Cypress Park Esates CDD's long-term needs.

Sincerely,



**Rey Malavé, PE**  
Associate Vice President  
321.354.9656 | rmalave@dewberry.com



**Joey Duncan, PE**  
Principal Engineer  
904.423.4935 | jduncan@dewberry.com





## **SECTION 1:** Firm Licenses

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# 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, 2024, that its most recent annual report/uniform business report was filed on May 2, 2024, 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 Sixth day of January, 2025*



  
Secretary of State

Tracking Number: 3209121845CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

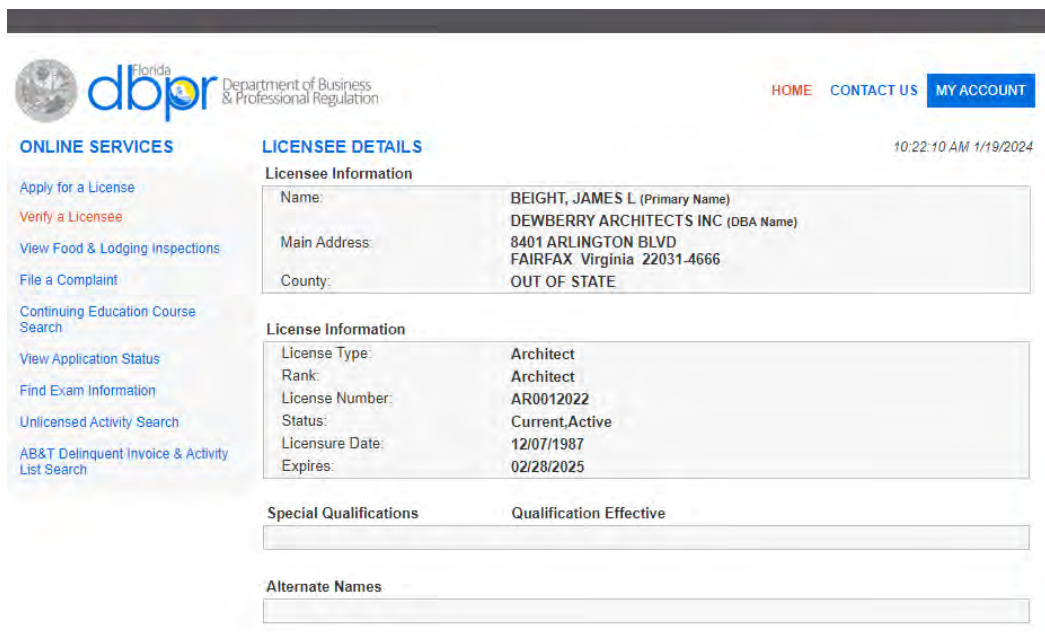
## CYPRESS PARK ESATES COMMUNITY DEVELOPMENT DISTRICT ENGINEERING SERVICES

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.



The screenshot shows the Florida DBPR ONLINE portal. The header includes the Florida DBPR logo and a "Log On" button. A sidebar on the left lists various services: Search for a Licensee, Apply for a License, View Application Status, Find Exam Information, File a Complaint, AB&T Delinquent Invoice & Activity, and List Search. The main content area displays "Licensee Details" for DEWBERRY ENGINEERS INC. (Primary Name). The Licensee Information section shows the Main Address as 8401 ARLINGTON BLVD., FAIRFAX Virginia 22031, County as OUT OF STATE, and License Mailing as OUT OF STATE. The License Information section shows the License Type as Registry, Rank as Registry, License Number as 8794, Status as Current, Licensure Date as 02/09/2001, and Expires as 02/09/2001. The Special Qualifications section is empty, and the Alternate Names section is also empty.

Licensee Details	
<b>Licensee Information</b>	
Name:	DEWBERRY ENGINEERS INC. (Primary Name)
Main Address:	8401 ARLINGTON BLVD. FAIRFAX Virginia 22031
County:	OUT OF STATE
License Mailing:	OUT OF STATE
LicenseLocation:	
<b>License Information</b>	
License Type:	Registry
Rank:	Registry
License Number:	8794
Status:	Current
Licensure Date:	02/09/2001
Expires:	02/09/2001
<b>Special Qualifications</b>	
Qualification Effective	
<b>Alternate Names</b>	



The screenshot shows the Florida DBPR ONLINE portal. The header includes the Florida DBPR logo, the Department of Business & Professional Regulation, and links for HOME, CONTACT US, and MY ACCOUNT. The ONLINE SERVICES sidebar lists: Apply for a License, Verify a Licensee, View Food & Lodging Inspections, File a Complaint, Continuing Education Course Search, View Application Status, Find Exam Information, Unlicensed Activity Search, and AB&T Delinquent Invoice & Activity List Search. The main content area displays "LICENSEE DETAILS" for BEIGHT, JAMES L. (Primary Name). The Licensee Information section shows the Main Address as 8401 ARLINGTON BLVD, FAIRFAX Virginia 22031-4666, and County as OUT OF STATE. The License Information section shows the License Type as Architect, Rank as Architect, License Number as AR0012022, Status as Current, Active, Licensure Date as 12/07/1987, and Expires as 02/28/2025. The Special Qualifications section is empty, and the Alternate Names section is also empty.

LICENSEE DETAILS	
<b>Licensee Information</b>	
Name:	BEIGHT, JAMES L. (Primary Name)
Main Address:	DEWBERRY ARCHITECTS INC (DBA Name) 8401 ARLINGTON BLVD FAIRFAX Virginia 22031-4666
County:	OUT OF STATE
<b>License Information</b>	
License Type:	Architect
Rank:	Architect
License Number:	AR0012022
Status:	Current, Active
Licensure Date:	12/07/1987
Expires:	02/28/2025
<b>Special Qualifications</b>	
Qualification Effective	
<b>Alternate Names</b>	



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB8011**

Expiration Date February 28, 2025

### **Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

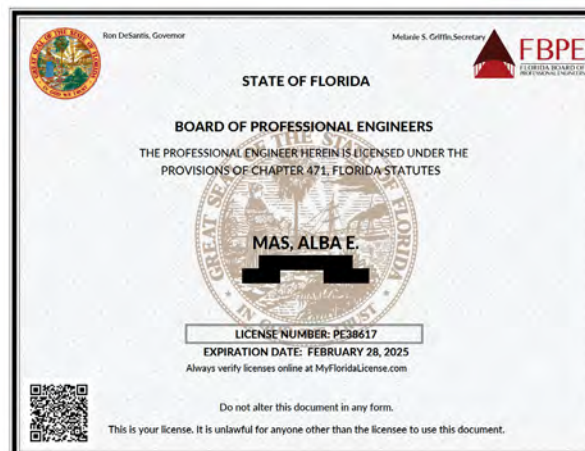
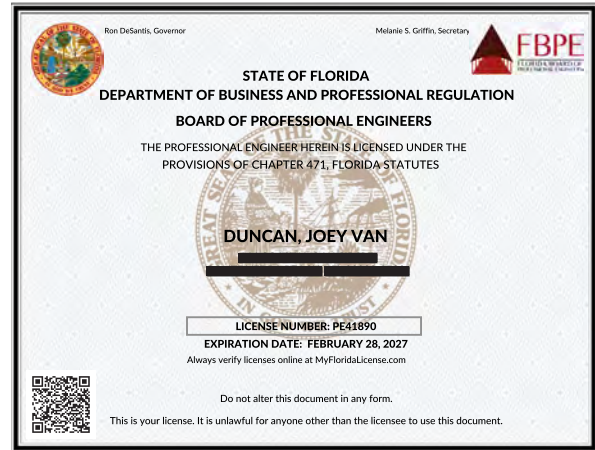
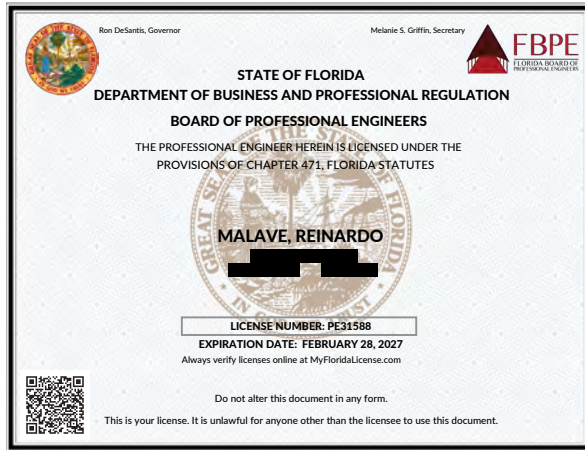
**DEWBERRY ENGINEERS INC.**  
**800 N MAGNOLIA AVE STE 1000**  
**ORLANDO, FL 32803-3251**

WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

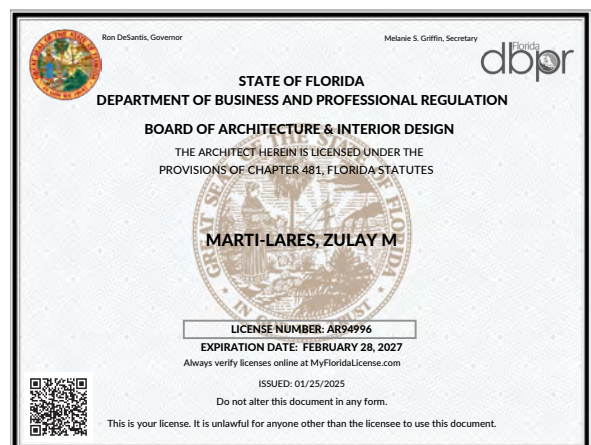
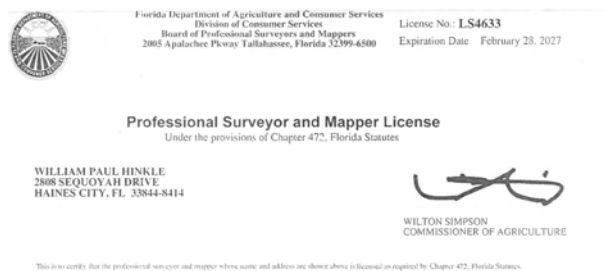
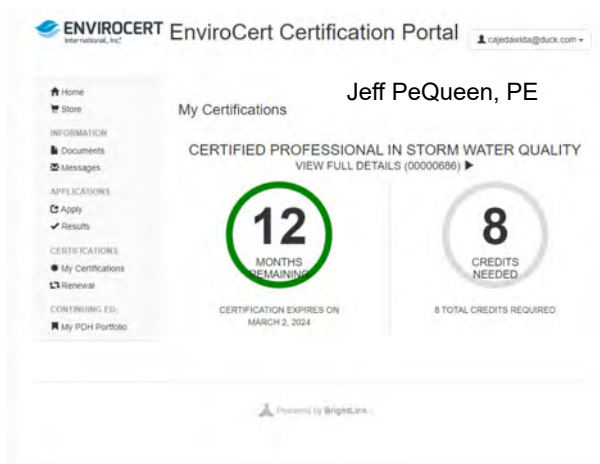
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



## Personnel Licenses



# CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT ENGINEERING SERVICES







## **SECTION 2:** Qualifications and Experience

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# QUALIFICATIONS AND EXPERIENCE

## A. 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 wide array of experience, disciplines, and resources available to provide the required services to the White Clay CDD. Our team can provide engineering design, planning management, technical, and administrative services as requested and will make a commitment to prioritize the CDD's needs.



**Rey Malavé, PE**  
DISTRICT ENGINEER

Our **District Engineer, Rey Malavé, PE**, has 46 years of experience in civil engineering design and a diversified background in the designing and permitting of municipal infrastructure systems. His areas of expertise includes stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and designing of numerous large, complex projects for public and private clients. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies, including the FDEP, FDOT, SWFWMD, and other local agencies. He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.



**Joey Duncan, PE**  
ASSISTANT DISTRICT ENGINEER

Serving as **Assistant District Engineer is Joey Duncan, PE**. He has 43 years of experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. **Previously, Joey Duncan served**

### WHY DEWBERRY?



**OUR ORLANDO OFFICE IS LOCATED APPROXIMATELY 20 MILES FROM WHITE CLAY CDD**



**LOCAL, EXPERIENCED DISTRICT ENGINEER READY TO WORK FOR YOU**



**COMPREHENSIVE UNDERSTANDING OF CDD'S INFRASTRUCTURE AND OPERATIONAL NEEDS**



**350+ EMPLOYEES IN 15 OFFICES WITHIN FLORIDA, COLLABORATING TO SERVE OVER 50 CDDs IN FLORIDA**



**COHESIVE GROUP OF PROFESSIONALS INTEGRATED ACROSS SERVICE AREAS TO LEVERAGE SUCCESS FOR OUR CLIENTS**



**60+ YEARS HELPING CLIENTS BUILD AND SHAPE COMMUNITIES**

**the City of Jacksonville for over five years as Director of Public Works.** Under his leadership, the team has provided a range of experts that meet each of the needs under this contract. This experience included infrastructure review, floodplain mapping, SWMM Modeling, FEMA coordination, resiliency, water quality, and CIP development.

Joey 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. Joey'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.



## B. Certified Minority Business Enterprise

Although we are not MBE or WBE certified, Dewberry takes extra strides to include small, disadvantaged minority, and/or woman owned businesses for subcontracted professional services.

Dewberry is committed to developing valuable relationships with businesses that are minority, woman, disadvantaged, veteran, and LGBTQIA+-owned, and small, HubZone, and 8 (a); providing maximum practicable opportunities for suppliers that can offer innovative, competitive, cost-effective, and quality products and services. Purchasing goods and services from these businesses results in continuous improvement of our supply chain, expansion of our markets, and overall economic success of our suppliers, clients, and communities.

## C. 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 verify 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.





**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.”

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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 well versed in addressing their particular specialty area and have associates working under their direction to tackle any assignment from White Clay CDD efficiently. 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 design and manage all tasks effectively and efficiently. 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 client requests and provide all technical support under one roof.

## **D. Past Experience and Performance**

For more than 45 years, our land development professionals have combined an unsurpassed commitment to serving Florida developers with deep subject matter expertise in a broad spectrum of professional services. We have served as District Engineer for over 50 CDDs across Florida, varying in size from 200 acres to close to 10,000 acres. We are experienced in CDDs from the creation to 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 possibilities to enrich communities, restore environments, and manage positive change.

The table shown on the following page demonstrates our CDD experience throughout Florida.

CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
ENGINEERING SERVICES

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, City of Bushnell, 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	●	●	●	●	●	●	●	●	●	●
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	●	●	●	●	●	●	●	●	●	●

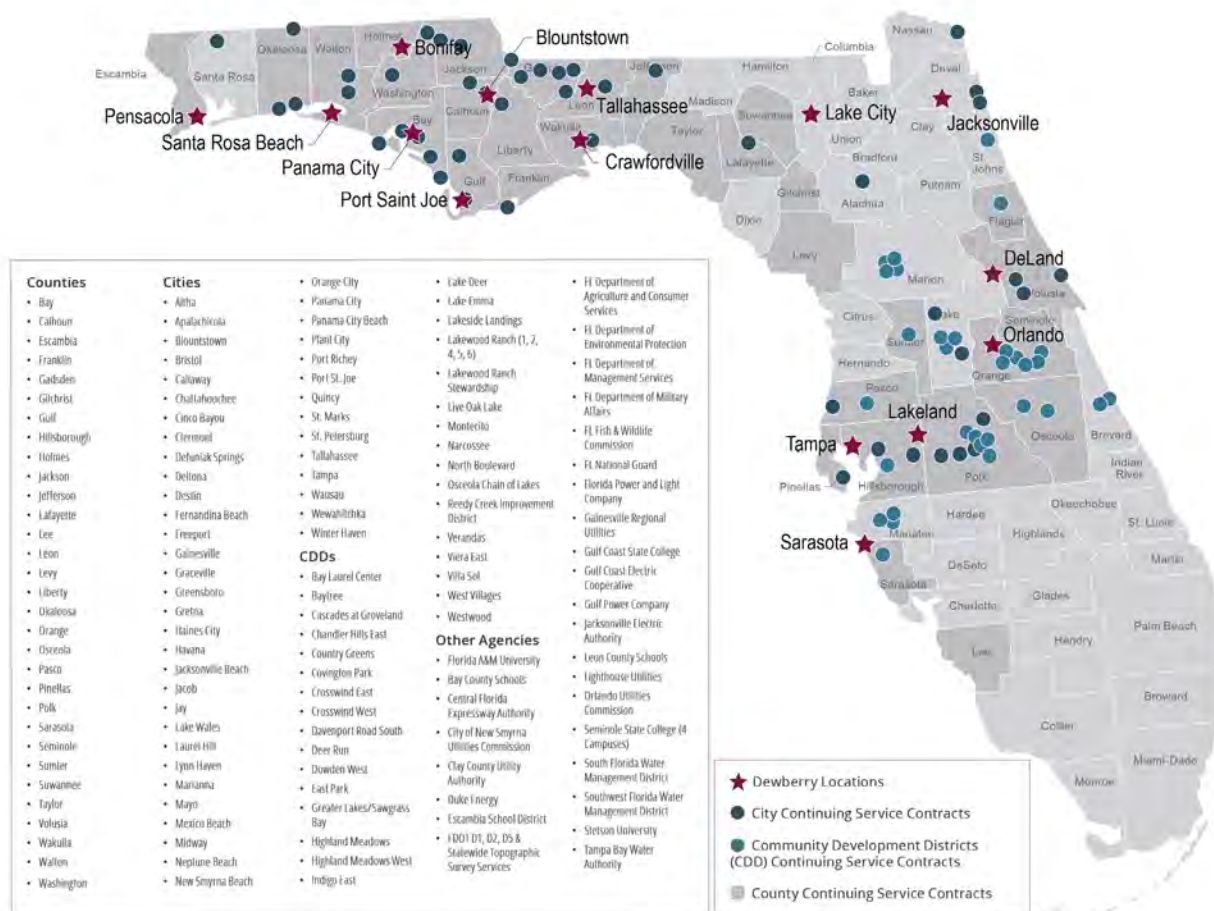
## E. Geographic Location

Dewberry's headquarters are located in Fairfax, at 8401 Arlington Boulevard, Fairfax, VA 22031. Local to White Clay CDD, Dewberry has 15 office locations and over 350 employees in Florida, where we bring expertise, qualifications, and resources to clients throughout the State.

Located in our Orlando office at 800 North Magnolia Avenue, Suite 1000, Rey and members of the project team 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.

Thanks to our extensive presence across Florida, and specifically, in 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 White Clay CDD. This depth of organization permits us to call upon specialists and a broad base of support to satisfy diverse or manpower intensive tasks.



## **F. Recent, Current, and Projected Workloads**

Dewberry has an excellent track record of meeting time and budget requirements on the projects we highlighted in this response and are committed to meeting the goals of the White Clay CDD.

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. As such, Dewberry 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 our dedicated team members for these important projects. Our proposed District Engineer has 40% availability.

## **G. Volume of Work**

We have not had work assigned to us yet with the White Clay CDD, but Dewberry is the Interim District Engineer. Our team also has extensive working experience with numerous CDDs. As demonstrated throughout our proposal, we currently serve as the District Engineer for over 50 CDDs in Florida, which allows us to provide White Clay with the unique experience, familiarity, and understanding of the type of services that will be requested.



**SWEETBAY COMMUNITY DEVELOPMENT DISTRICT.**





## **SECTION 3:** Standard Form 330

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# 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 Cypress Park Estates Community Development District**  
(Haines City, FL)

2. PUBLIC NOTICE DATE

June 13, 2025

3. SOLICITATION OR PROJECT NUMBER

N/A

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Rey Malavé, PE

5. NAME OF FIRM

Dewberry Engineers Inc.

6. TELEPHONE NUMBER

321.354.9656

7. FAX NUMBER

N/A

8. EMAIL ADDRESS

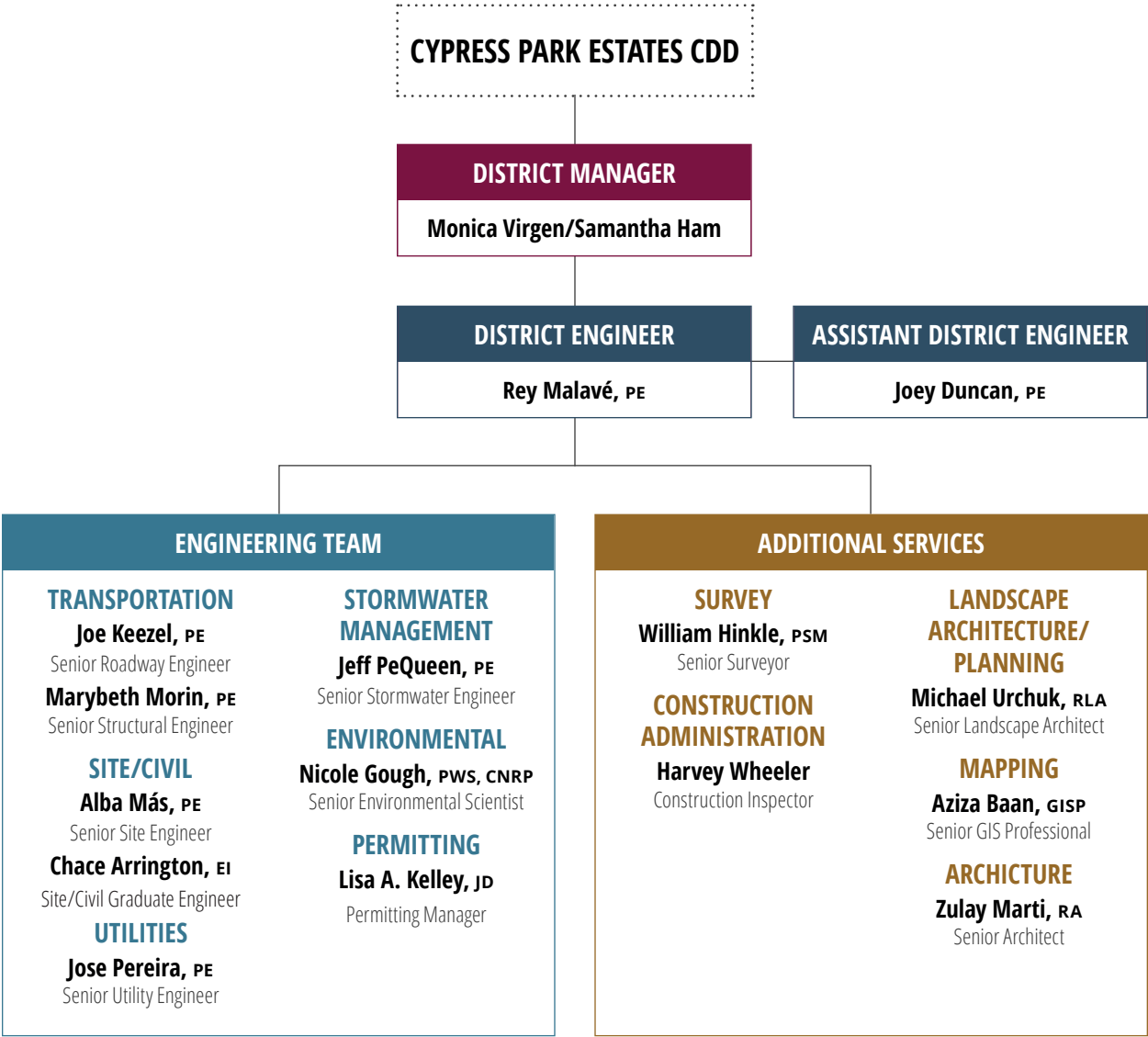
rmalave@dewberry.com

### C. PROPOSED TEAM

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

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	800 North Magnolia Avenue, Suite 1000 Orlando, FL 32803	<ul style="list-style-type: none"> <li>District Engineer</li> <li>Senior Roadway Engineer</li> <li>Senior Structural Engineer</li> <li>Site/Civil Graduate Engineer</li> <li>Senior Environmental Scientist</li> <li>Permitting Manager</li> <li>Senior Surveyor</li> <li>Senior Architect</li> </ul>
b.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b> <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	200 West Forsyth Street, Suite 1100 Jacksonville, FL 32202	<ul style="list-style-type: none"> <li>Assistant District Engineer</li> </ul>
c.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b> <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	1479 Town Center Drive Suite D214 Lakeland, FL 33803	<ul style="list-style-type: none"> <li>Senior Site Engineer</li> <li>Senior Stormwater Engineer</li> <li>Senior GIS Professional</li> <li>Construction Inspector</li> </ul>
d.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b> <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	203 Aberdeen Parkway Panama City, FL 32405	<ul style="list-style-type: none"> <li>Senior Utility Engineer</li> </ul>
e.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b> <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	2610 Wycliff Road, Suite 410 Raleigh, NC 27607	<ul style="list-style-type: none"> <li>Senior Landscape Architect</li> </ul>

D. ORGANIZATIONAL CHART OF PROPOSED TEAM





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

(Complete one Section E for each key person.)

12. NAME <b>Rey Malavé, PE</b>	13. ROLE IN THIS CONTRACT <b>District Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">46</td> <td style="text-align: center;">45</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	46	45
a. TOTAL	b. WITH CURRENT FIRM						
46	45						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>MBA/Business Administration; BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL</b>					

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Rey Malavé has 46 years of experience in civil engineering design and a diversified background in the designing and permitting of municipal infrastructure systems. His areas of expertise includes stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and designing of numerous large, complex projects for 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) <b>Dowden West CDD</b> <b>(Orange County, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> Dowden West is an established CDD with multiple phases currently under development and construction. Dewberry is currently assisting the CDD with multiple improvements conveyances from the developer to the CDD and from the CDD to the County. Dewberry is also assisting the water management district in permitting transfers, and the transfer of sewer lift stations to Orange County.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) <b>White Clay Haines City CDD</b> <b>(Winter Haven, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> The White Clay Haines City CDD is 613.43 acres located in Winter Haven, Florida, 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, permitting, recreational facilities, and infrastructure review reports.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) <b>Deer Run CDD</b> <b>(Bunnell, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> 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.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) <b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> <b>(Sarasota and Manatee Counties, FL)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> 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, a hospital and medical center, and 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 trails, 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.	<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>Joey Duncan, PE</b>	13. ROLE IN THIS CONTRACT <b>Assistant District Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL <b>43</b></td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM <b>2</b></td> </tr> </table>		a. TOTAL <b>43</b>	b. WITH CURRENT FIRM <b>2</b>
a. TOTAL <b>43</b>	b. WITH CURRENT FIRM <b>2</b>				
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Jacksonville, FL)</b>					
16. EDUCATION (Degree and Specialization) <b>MS/Engineering Management, BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL</b>			

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Joey brings 43 years of progressive leadership experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. **He previously served as Director of Public Works for the City of Jacksonville**, the largest city by land mass in the United States. In this role, he oversaw seven divisions responsible for horizontal and vertical public infrastructure across 840 square miles, with a total capital and operating budget of \$1 billion. In 2008, he guided the launch of the Jacksonville Stormwater Utility, which effectively created a new operating division with its own capital improvement plan and \$30 million in revenue. **He has also served in varying management roles at JEA**, Jacksonville's utility authority, where he notably led the planning, design, and construction of the \$630 million Northside Generating Station Repowering Project, recognized by Power magazine as the 2002 Plant of the Year.

### 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Baymeadows Improvement District (ID)</b> (Duval County, FL)	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> Baymeadows Improvement Districts an incorporated 580-acre master planned community located on Florida's First Coast in the City of Jacksonville, Florida. As the CDD Engineer for the Improvement District, Dewberry's services include engineering, surveying, permitting, owner coordination with the City'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 oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.		
b.	<b>White Clay CDD Ph 1&amp;2</b> (Haines City, FL)	<b>Ongoing</b>	<b>N/A</b>
	<b>Assistant District Engineer.</b> The project consists of providing general engineering and construction services to a CDD located in Haines City. Dewberry's services also include water and wastewater reviews, roadway and storm sewer, stormwater inspections, review and upgrades, coordination of traffic issues oversight of other engineers, assistance with bidding, cost estimates, construction oversight, pay application review, and final project certification and closeout. We also provided engineering reports for bond issuances and general consulting to the BOS of the district.		
c.	<b>Westside CDD</b> (Osceola County, FL)	<b>2024</b>	<b>Ongoing</b>
	<b>Assistant District Engineer.</b> Project is to provide general engineering and construction services for a existing CDD. Dewberry's services include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout. We also provided engineering reports for bond issuances and general consulting to the BOS of the district.		
d.	<b>Water Tank Road CDD General Engineering</b> (Lake Hamilton, FL)	<b>Ongoing</b>	<b>N/A</b>
	<b>Assistant District Engineer.</b> This project is to provide engineering, surveying, planning, landscaping, construction administration, environmental management, and permitting services to the Water Tank Road CDD. Dewberry also provided engineering reports for bond issuances and general consulting to the BOS of the district.		

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

(Complete one Section E for each key person.)

12. NAME  <b>Joe Keezel, PE</b>	13. ROLE IN THIS CONTRACT  <b>Senior Roadway Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">28</td> <td style="text-align: center; border: 1px solid black;">8</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	28	8
a. TOTAL	b. WITH CURRENT FIRM						
28	8						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Environmental Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/NC</b>					

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Joe Keezel has more than 27 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 surveys 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) <b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> <b>(Manatee County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">Ongoing</td> <td style="text-align: center; border: 1px solid black;">Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	Ongoing	Ongoing					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and surveys.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
b.	(1) TITLE AND LOCATION (City and State) <b>West Villages ID</b> <b>(Sarasota County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">Ongoing</td> <td style="text-align: center; border: 1px solid black;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	Ongoing	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> 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.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
c.	(1) TITLE AND LOCATION (City and State) <b>Continuing Engineering Services, Roadway Design, FDOT District Five</b> <b>(Multiple Counties, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">2020</td> <td style="text-align: center; border: 1px solid black;">Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2020	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2020	Ongoing					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> 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.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
d.	(1) TITLE AND LOCATION (City and State) <b>General Engineering Consultant, Central Florida Expressway Authority (CFX)</b> <b>(Multiple Counties, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">Ongoing</td> <td style="text-align: center; border: 1px solid black;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	Ongoing	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> 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.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
e.	(1) TITLE AND LOCATION (City and State) <b>Continuing Engineering Services, Volusia County</b> <b>(Volusia County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center; border: 1px solid black;">Ongoing</td> <td style="text-align: center; border: 1px solid black;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	Ongoing	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Transportation Project Manager.</b> Under our continuing services contracts, our services include site/civil engineering, roadway design, trail design, construction administration, environmental/permitting, landscape architecture, signal design, and surveying and mapping.							
<input checked="" type="checkbox"/> Check if project performed with current firm							

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

(Complete one Section E for each key person.)

12. NAME <b>Marybeth Morin, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Structural Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%;"> <tr> <td style="width: 50%;">a. TOTAL <b>28</b></td> <td style="width: 50%;">b. WITH CURRENT FIRM <b>26</b></td> </tr> </table>		a. TOTAL <b>28</b>	b. WITH CURRENT FIRM <b>26</b>
a. TOTAL <b>28</b>	b. WITH CURRENT FIRM <b>26</b>				
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>					
16. EDUCATION (Degree and Specialization) <b>BSCE/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/AL/GA/NC</b>			

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Marybeth Morin has 28 years of experience in the structural design of transportation structures. She is responsible for the design and plan 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 plan production.

19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State) <b>Live Oak Lake CDD (Twin Lakes Development)</b> <b>(Osceola County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES <b>2019</b></td> <td style="width: 50%;">CONSTRUCTION (If applicable) <b>N/A</b></td> </tr> </table>		PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	PROFESSIONAL SERVICES <b>2019</b>	CONSTRUCTION (If applicable) <b>N/A</b>			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>				
<p><b>Senior Structural Engineer.</b> 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 the 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.</p>					
b.	(1) TITLE AND LOCATION (City and State) <b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> <b>(Manatee County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES <b>Ongoing</b></td> <td style="width: 50%;">CONSTRUCTION (If applicable) <b>Ongoing</b></td> </tr> </table>		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>				
<p><b>Senior Structural Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and surveys.</p>					
c.	(1) TITLE AND LOCATION (City and State) <b>Wekiva Parkway, Central Florida Expressway (CFX)</b> <b>(Orange County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES <b>Ongoing</b></td> <td style="width: 50%;">CONSTRUCTION (If applicable) <b>Ongoing</b></td> </tr> </table>		PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>				
<p><b>Senior Structural Engineer.</b> The Wekiva Parkway (SR 429) is an alignment, high-speed, limited access alignment 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.</p>					
d.	(1) TITLE AND LOCATION (City and State) <b>Suncoast Parkway 2, Section 2, FDOT Florida Turnpike Enterprise,</b> <b>(Citrus County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES <b>2023</b></td> <td style="width: 50%;">CONSTRUCTION (If applicable) <b>Ongoing</b></td> </tr> </table>		PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>				
<p><b>Senior Structural Engineer.</b> This section of the Suncoast Parkway 2 Project was for the design of a new roadway 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 heavily wooded areas, borrow pits, and subdivisions. Marybeth was responsible for bridge design and plans production.</p>					
e.	(1) TITLE AND LOCATION (City and State) <b>Big Bend Road at I-75 Interchange Design-Build</b> <b>(Hillsborough County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES <b>2021</b></td> <td style="width: 50%;">CONSTRUCTION (If applicable) <b>2022</b></td> </tr> </table>		PROFESSIONAL SERVICES <b>2021</b>	CONSTRUCTION (If applicable) <b>2022</b>
	PROFESSIONAL SERVICES <b>2021</b>	CONSTRUCTION (If applicable) <b>2022</b>			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Check if project performed with current firm         </div>				
<p>Teamed with Skanska on this \$81M design-build project, which involved the widening and reconstruction of Big Bend Road to a six-lane urban roadway from west of Covington Garden Drive to east of Simmons Loop, realignment and reconstruction of Old Big Bend Road to accommodate new interchange ramp connections with I-75, and construction of a new roundabout at the realigned intersection of Old Big Bend Road and Bullfrog Creek Road.</p>					

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

(Complete one Section E for each key person.)

12. NAME <b>Alba Más, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Site Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;"><b>38</b></td> <td style="text-align: center;"><b>5</b></td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	<b>38</b>	<b>5</b>
a. TOTAL	b. WITH CURRENT FIRM						
<b>38</b>	<b>5</b>						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Civil Engineering; BA/Landscape Architecture</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Professional Engineer/FL</b>					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							

Alba has worked in Florida with the public and private sectors on stormwater, water supply, land planning, and development projects. She has significant experience in permitting, design, and project management. Alba worked for 30 years at Southwest Florida Water Management District (SWFWMD) in the regulatory division starting in the ERP program and culminating as the Division Director for all the District Regulatory Programs. In these roles, she worked on resolution of complex permitting issues and rule development for the ERP and CUP programs as well as reducing review time frames.

19. RELEVANT PROJECTS							
a.	(1) TITLE AND LOCATION (City and State) <b>McIntosh Park, City of Plant City/SWFWMD, Plant City, FL (Hillsborough County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;"><b>2023</b></td> <td style="text-align: center;"><b>Est. 2026</b></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	<b>2023</b>	<b>Est. 2026</b>
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	<b>2023</b>	<b>Est. 2026</b>					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Executive Engineer.</b> The McIntosh Integrated Water Project at McIntosh Preserve expands upon a previous SWFWMD project and provides the beneficial reuse of reclaimed water in lieu of surface water discharge. The project includes 172 acres of multi-purpose constructed treatment wetlands. To address the dehydration experienced by the original treatment wetland and increase treatment, this project reconfigures the original wetland cells, adds additional treatment wetlands, and includes the addition of highly treated reclaimed water for hydration of some of the wetlands. The new wetlands cells receive supplemental, make-up water from Plant City's reclaimed water system during dry periods.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
b.	(1) TITLE AND LOCATION (City and State) <b>Lake Annie Hydrological Restoration Feasibility Study, Polk Co. Parks &amp; Natural Resources (Polk County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;"><b>2021-Ongoing</b></td> <td style="text-align: center;"><b>N/A</b></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	<b>2021-Ongoing</b>	<b>N/A</b>
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	<b>2021-Ongoing</b>	<b>N/A</b>					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Executive Engineer.</b> The Dewberry team performed a watershed management study of the Peace Creek Canal. One of the alternatives identified in this report was to divert high flows from the Peace Creek Canal through a series of previously excavated areas to Lake Annie. These excavations could be constructed as created flow-through wetlands to improve habitat and provide water quality treatment while also providing other project benefits, including water storage and increased water levels in Lake Annie to meet the MFL. This project requires land acquisition or conservation easements to allow piped or channelized flow to reach the created wetlands and Lake Annie.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
c.	(1) TITLE AND LOCATION (City and State) <b>Saddle Creek, Polk County Parks and Natural Resources/SWFWMD (Polk County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;"><b>2020</b></td> <td style="text-align: center;"><b>N/A</b></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	<b>2020</b>	<b>N/A</b>
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	<b>2020</b>	<b>N/A</b>					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Executive Engineer.</b> Dewberry conducted a feasibility study as part of a cooperatively funded project to update Saddle Creek conceptual alternatives based on more recent data and assess potential water quality improvements that can be achieved by developing offline water treatment best management practices (BMPs) within the floodplain. Based on direction from the County, the development of conceptual alternatives needed to rely on gravity and could not contain any mechanical pumping or chemical treatment, two common engineering and scientific approaches to maximizing treatment efficiencies to reduce pollutant loadings.							
<input checked="" type="checkbox"/> Check if project performed with current firm							
d.	(1) TITLE AND LOCATION (City and State) <b>Turnpike Wastewater Treatment Facility Wastewater Capacity Study &amp; Expansion Design, City of Leesburg (Lake County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;"><b>2023</b></td> <td style="text-align: center;"><b>Ongoing</b></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	<b>2023</b>	<b>Ongoing</b>
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	<b>2023</b>	<b>Ongoing</b>					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Executive Engineer.</b> Dewberry provided services to determine the capacity needed for the next twenty years and designed the upgrades needed to accommodate the new capacity. Ms. Más was the lead engineer on the civil design and coordination with the Florida Department of Environmental Protection to obtain an Environmental Resource Permit for the existing and proposed future upgrades.							
<input checked="" type="checkbox"/> Check if project performed with current firm							



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

(Complete one Section E for each key person.)

12. NAME <b>Chace Arrington, EI</b>	13. ROLE IN THIS CONTRACT <b>Site/Civil Graduate Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL <b>1</b></td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM <b>1</b></td> </tr> </table>		a. TOTAL <b>1</b>	b. WITH CURRENT FIRM <b>1</b>
a. TOTAL <b>1</b>	b. WITH CURRENT FIRM <b>1</b>				
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>					
16. EDUCATION (Degree and Specialization) <b>BS/Computer Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Engineering Intern/FL</b>			

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Chace specializes in utility engineering with a focus on water and wastewater. He also holds expertise in both civil and electrical work. Prior to joining Dewberry's Utility Management Team, he held positions in computer engineering.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	<b>White Clay Haines City CDD</b> (Winter Haven, FL)	Ongoing	Ongoing
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Site/Civil Engineer Intern.</b> The White Clay Haines City CDD is 613.43 acres located in Winter Haven, Florida, 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, permitting, recreational facilities, and infrastructure review reports.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Highland Meadows CDD</b> (Davenport, FL)	Ongoing	Ongoing
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Site/Civil Engineer Intern.</b> Highland Meadows is a 263.5-acre master planned, residential community with development of 222 single family units. 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.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Deer Run CDD</b> (Bunnell County, FL)	Ongoing	Ongoing
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Site/Civil Engineer Intern.</b> 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.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Dowden West CDD</b> (Orange County, FL)	Ongoing	Ongoing
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Site/Civil Engineer Intern.</b> Dowden West is an established CDD with multiple phases currently under development and construction. Dewberry is currently assisting the CDD with multiple improvements conveyances from the developer to the CDD and from the CDD to the County. Dewberry is also assisting the water management district in permitting transfers, and the transfer of sewer lift stations to Orange County.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>VillaSol CDD</b> (Osceola County, FL)	Ongoing	N/A
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Site/Civil Engineer Intern.</b> 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. Dewberry assisted the district in instituting a proactive program for infrastructure inspection and repair to mitigate the rising cost of performing emergency repairs caused by a reactive approach.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>Jose Pereira, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Utility Engineer</b>	14. YEARS EXPERIENCE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL <b>35</b></td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM <b>31</b></td> </tr> </table>		a. TOTAL <b>35</b>	b. WITH CURRENT FIRM <b>31</b>
a. TOTAL <b>35</b>	b. WITH CURRENT FIRM <b>31</b>				
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Panama City, FL)</b>					
16. EDUCATION (Degree and Specialization) <b>MS/Environmental Engineering, BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/LA/OK/TX</b>			

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Jose Pereira has 35 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 developments, 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

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> <b>(Manatee County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Manatee County. Established in 1995, there is an 8,500-acre master planned community within it, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and 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 trails, 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 the City/County, and approval of all development and construction activities.		
b.	<b>West Villages ID</b> <b>(Sarasota County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> 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.	<b>Highway 390 Water/Wastewater Relocation, Panama City Beach</b> <b>(Panama City Beach, FL)</b>	PROFESSIONAL SERVICES <b>2018</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> The Panama City Water and Wastewater System Relocation Project included the relocation of the city-owned utilities that conflicted with the proposed improvements to tie into the proposed utilities for the FDOT Highway 390 Widening Project. The City was required to relocate its 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-, 8-, 6- and 2-inch water mains, fire hydrants, valves, fittings, and new potable water services.		
d.	<b>Wastewater Improvements, City of Parker</b> <b>(Parker, FL)</b>	PROFESSIONAL SERVICES <b>2017</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Dewberry worked with the City of Parker to inspect the city's existing wastewater system's condition and 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 <b>Jeff PeQueen, PE, CFM</b>	13. ROLE IN THIS CONTRACT <b>Senior Stormwater Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>32</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Lakeland, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>MS/Biomedical Engineering; MEE/Environmental Engineering; BS/Physics</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/AL/GA/MD/PA; Certified Floodplain Manager/FL; Certified Professional Stormwater Quality/FL</b>	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

As a senior professional engineer, Jeff has more than 31 years of experience in site and civil engineering. His extensive experience includes stormwater analysis and design of commercial, industrial, and residential sites including both retrofits and original design and development. His project experience ranges from individual storm sewer design to regional watershed studies. Jeff has provided on-call services for both Polk County Parks and Natural Resource and Roads & Drainage Departments, as well as a long history servicing the City of Lakeland. He has managed jointly funded projects between SWFWMD, municipalities, and surrounding counties. Further experience includes engineering and production services for assessing existing structures, proposed road improvements, proposed drainage improvements, permitting support, construction support, and as-built services for the right-of-way improvements.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>McIntosh Park, Detailed Design Plans, City of Plant City with SWFWMD (Plant City, FL)</b>	<b>2023</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Engineer.</b> Provided technical assistance on the McIntosh Integrated Water Project at McIntosh Preserve expands upon a previous SWFWMD project and provides the beneficial reuse of reclaimed water in lieu of surface water discharge. The project includes 172 acres of multi-purpose constructed treatment wetlands. To address the dehydration experienced by the original treatment wetland and increase treatment, this project reconfigures the original wetland cells, adds additional treatment wetlands, and includes the addition of highly treated reclaimed water for hydration of some of the wetlands. The new wetlands cells receive supplemental, make-up water from Plant City's reclaimed water system during dry periods.		
b.	<b>Cypress Creek, Conceptual Enterprise Resource Planning (ERP), Tampa Bay Water Authority (Pasco County, FL)</b>	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Engineer.</b> Provided technical assistance on this project which included Water Management Plan, and the Development of a Master Drainage Plan, including a detailed existing and proposed conditions model, to obtain a comprehensive for the 62-acre facility.		
c.	<b>American Recovery Plan (ARPA) Lake Annie, Polk County Parks and Natural Resources (Polk County, FL)</b>	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Engineer.</b> Providing lead civil and stormwater engineering to project to enhance, improve and restore a former peat mining property into a high quality wetland providing water quality and wildlife benefits. Site was identified under an earlier study as one with high potential to assist in the overall Peace Creek Watershed Restoration.		
d.	<b>ARPA Lake Hamilton, Polk County Parks and Natural Resources (Polk County, FL)</b>	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Engineer.</b> Providing lead civil and stormwater engineering to project to enhance, and improve approximately 86 acres on the west shore of Lake Hamilton. The project is near to the headwater of the Peace Creek Canal and will include environmental enhancement, wetland creation, water quality improvement and habitat creation on two currently undeveloped parcels. Site was identified under an earlier study as one with high potential to assist in the overall Peace Creek Watershed Restoration.		



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

(Complete one Section E for each key person.)

12. NAME  <b>Nicole Gough, PWS</b>	13. ROLE IN THIS CONTRACT  <b>Senior Environmental Scientist</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">26</td> <td style="text-align: center;">8</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	26	8
a. TOTAL	b. WITH CURRENT FIRM						
26	8						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Parks and Recreation/Resource Management, Specialization in NPS Level II Law Enforcement</b>	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Wetland Scientist/FL Certified Prescribed Burn Manager/FL; Certified Pesticide Applicator/FL; Certified Stormwater Management Inspector; Railroad Worker's Safety Certified; Federal Red Card</b>						
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							

Nicole Gough has 26 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 the 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	
	<b>Narcoossee CDD</b> <b>(Orlando, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Environmental Scientist.</b> 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 the City of Orlando and Orange County, and approval of all development and construction activities.		
	<b>Live Oak Lake CDD (Twin Lakes Development)</b> <b>(Osceola County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Environmental Scientist.</b> 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 and 70-foot 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>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> <b>(Sarasota and Manatee Counties, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Environmental Scientist.</b> 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, a hospital and medical center, and 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 trails, 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.		
	<b>Walton Development, Ridgewood Lakes</b> <b>(Polk County, FL)</b>	PROFESSIONAL SERVICES <b>2013</b>	CONSTRUCTION (If applicable) <b>2017</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Environmental Scientist.</b> Ridgewood Lakes is a proposed community of over 3,200 acres located in northeast Polk County, Florida, off US 27 and Interstate 4 and within the District's boundaries. The development plan was designed based on careful analysis of natural site features, including soils, topography, vegetation, and hydrology, with special consideration for wetlands and the preservation of existing ecosystems.		

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

(Complete one Section E for each key person.)

12. NAME <b>Lisa A. Kelley, JD</b>	13. ROLE IN THIS CONTRACT <b>Permitting Manager</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">28</td> <td style="text-align: center;">2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	28	2
a. TOTAL	b. WITH CURRENT FIRM						
28	2						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>JD/Barry University School of Law; BS/University of West Florida Environmental Resources Management and Planning</b>	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Licensed Attorney State Bar/FL</b>						

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Lisa is a subject matter expert in regulatory compliance and environmental policy. She serves as a Department Manager at Dewberry where she is responsible for efforts related to business development, policy and legislation, project funding, environmental permitting, and natural systems restoration. Lisa has worked on environmental projects in Florida for almost 30 years and is experienced in leading state and federal regulatory compliance programs, including Florida's Lead and Copper program. Her experience also includes serving as the Assistant Executive Director of the SJRWMD and the Assistant District Director for the Central District of the FDEP. During this time, she developed a deep understanding of the unique parameters and challenges presented by regulatory requirements.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Cascades at Groveland CDD (Groveland, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Permitting Manager.</b> Dewberry is the CDD engineer for the Cascades at Groveland, a 752-acre master planned, residential community located in Groveland in Lake County. In addition to aiding the CDD with engineering expertise as required, our services under ongoing general engineering contracts have included a utilities master plan, obtaining entitlements and approvals for infrastructure, mass grading, design and permitting of water and sanitary sewer lines, securing bonds for the drainage system, design and construction of new roadways, and improvements to existing roadways.		
b.	<b>Highland Meadows CDD (Davenport, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Permitting Manager.</b> Highland Meadows is a 263.5-acre master planned, residential community. The development is approved as a planned development for 222 single-family unit community. 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.		
c.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Sarasota and Manatee Counties, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Permitting Manager.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. 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, a hospital and medical center, and 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 trails, 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 <b>William Hinkle, PSM</b>	13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>44</b>	b. WITH CURRENT FIRM <b>17</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>N/A</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Surveyor and Mapper/FL</b>	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

William Hinkle, a Transportation Survey Project Manager with Dewberry, has over 43 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, and 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	
<b>Dowden West CDD</b> (Orlando, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
		Ongoing	N/A
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> 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 surveys.		
<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
		Ongoing	N/A
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> 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 and 70-foot 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>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee Counties, FL)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
		Ongoing	Ongoing
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> 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, a hospital and medical center, and 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 trails, 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.		
<b>West Villages ID</b> (Sarasota County, FL)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
		Ongoing	N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> 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 <b>Harvey Wheeler</b>	13. ROLE IN THIS CONTRACT <b>Construction Inspector</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">26</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	2	26
a. TOTAL	b. WITH CURRENT FIRM						
2	26						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Tampa, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS, State University of New York, Environmental Science and Forestry</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>N/A</b>					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							

19. RELEVANT PROJECTS							
a.	(1) TITLE AND LOCATION (City and State) <b>Ballard Park Restroom Facility Replacement (Melbourne, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2024</td> <td style="text-align: center;">Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2024	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2024	Ongoing					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Under a continuing contract for ARPA-funded projects, Dewberry is providing planning, design, permitting, and construction administration services for restroom and utility upgrades at Ballard Park. Project includes replacement of the building and sewer lines, a facility assessment, permitting assistance, and design of a packaged lift station and electrical control panel.							
		<input checked="" type="checkbox"/> Check if project performed with current firm					
b.	(1) TITLE AND LOCATION (City and State) <b>Cypress Springs Restoration (Vernon, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2023</td> <td style="text-align: center;">Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2023	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2023	Ongoing					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Dewberry is currently working with the NFWFMD to enhance and create less human impact while creating the best experience for visitors at Cypress Springs. Dewberry is providing the following improvements: relocating tanic stream by moving it farther away from the spring, boardwalk access from around the river and the spring, kayak launch pads to not disrupt the shoreline, restroom facilities (above the 100 yard flood plain) so that it does not harm the springs, four to five pavilions for people to BBQ, and stabilizing high traffic areas to reduce the sedimentation into the spring.							
		<input checked="" type="checkbox"/> Check if project performed with current firm					
c.	(1) TITLE AND LOCATION (City and State) <b>Lift Station Rehabilitations (Clay County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2023</td> <td style="text-align: center;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2023	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2023	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Dewberry is providing engineering design and construction administration services for the rehabilitation of four existing lift stations to meet CCUA's current construction standards.							
		<input checked="" type="checkbox"/> Check if project performed with current firm					
d.	(1) TITLE AND LOCATION (City and State) <b>McIntosh Preserve Integrated Water Treatment Wetlands Phase II (Plant City, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2022</td> <td style="text-align: center;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2022	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Design and construction of a natural area with recreational trails, wildlife viewing platform, educational signage, and 172 acres of multi-purpose constructed wetlands for natural treatment of stormwater and reclaimed water. Project increases stormwater system capacity, reducing localized flood risk while providing recreational and educational benefits for the community.							
		<input checked="" type="checkbox"/> Check if project performed with current firm					
e.	(1) TITLE AND LOCATION (City and State) <b>Peace Creek Improvements and Restoration (Polk County, FL)</b>	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2022</td> <td style="text-align: center;">N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022	N/A
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2022	N/A					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Construction Inspector.</b> Design and construction of the restoration of historic wetlands, floodplain, and lakeside wetlands through diversion of excess surface water from Peace Creek Canal to County-owned parcels. Project included National Environmental Policy Act (NEPA) compliance documentation as it was federally funded through the American Recovery Plan Act (ARPA).							
		<input checked="" type="checkbox"/> Check if project performed with current firm					

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

(Complete one Section E for each key person.)

12. NAME  <b>Michael Urchuk, RLA</b>	13. ROLE IN THIS CONTRACT  <b>Senior Landscape Architect</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">34</td> <td style="text-align: center;">8</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	34	8
a. TOTAL	b. WITH CURRENT FIRM						
34	8						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Raleigh, NC)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Landscape Architecture</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Landscape Architect/FL</b>					

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Michael Urchuk has 34 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 including shop drawings and RFI reviews, field reports, final punch lists, and on-site project coordination meetings.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	Ongoing	N/A
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> 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 and 70-foot 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>VillaSol CDD</b> (Osceola County, FL)	Ongoing	N/A
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> 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. Dewberry assisted the district in instituting a proactive program for infrastructure inspection and repair to mitigate the rising cost of performing emergency repairs caused by a reactive approach.		
	<b>Narcoossee CDD</b> (Orlando, FL)	Ongoing	Ongoing
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> 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. Michael worked on the expanding of existing decorative walls along Dowden Roadway, as well as landscaping review.		
	<b>Lancaster Park East</b> (St. Cloud, FL)	Ongoing	N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> 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.		
	<b>Roadway Operations Facility, CFX</b> (Orlando, FL)	Ongoing	N/A
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> 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 a laydown yard.		



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

(Complete one Section E for each key person.)

12. NAME <b>Aziza Baan, GISP</b>	13. ROLE IN THIS CONTRACT <b>Senior GIS Professional</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">18</td> <td style="text-align: center;">2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	18	2
a. TOTAL	b. WITH CURRENT FIRM						
18	2						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Lakeland, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Environmental Science</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Geographic Information Systems Professional/FL</b>					

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Aziza serves as a GIS lead and a water resources geospatial scientist with 16 years of experience. She manages GIS tasks and is proficient in working with GIS in environmental, water resources, and civil disciplines. She specializes in stream and wetland restoration planning and design, watershed modeling, geospatial database design, mobile applications, floodplain mapping, mining reclamation, land use planning, environmental permitting, environmental risk assessments, terrain processing, and spatial and volumetric analysis. Her software proficiency includes ArcGIS Advanced, ArcGIS PRO, ArcHydro, ArcGIS Collector, ArcGIS Online, Survey123, Trimble GPS, X-Tools, ET Geowizards, CrossView, Feature Analyst, Microsoft Access, Sigma Plot, and MIKE 11 GIS. Aziza has also provided GIS training staff of various GIS experience levels.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Continuing Services, Volusia County (Volusia County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>GIS Lead.</b> Under our continuing services contract, Dewberry provides site/civil engineering, roadway design, trail design, coastal design services, construction administration, environmental/permitting service, landscape architecture, signal design, and surveying and mapping.		
	<b>Lakewood Ranch, Stewardship District (Sarasota and Manatee County, FL)</b>	PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>GIS Lead.</b> Dewberry is currently performing engineering services for the Lakewood Ranch Stewardship District. Our services include engineering, surveying, and construction administration. These services include the design, permitting, and construction administration of over two miles of roadway.		
	<b>Cypress Creek Master Drainage Plan, Tampa Bay Water Authority (Wesley Chapel, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>GIS Lead.</b> Development of a master drainage plan including a detailed existing and proposed conditions model, to obtain a comprehensive ERP for the 62-acre facility.		
	<b>NeoCity Property Development, Osceola County (Osceola County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>GIS Lead.</b> This ±540-acre institutional and commercial development serves as a regionally significant surface water reservoir system for water detention, treatment, and re-use to service the surrounding urbanized area. Dewberry is responsible for leading the permitting of the development from pre-design surveys through securing permits including authorization to impact over 225 acres of USACE jurisdictional wetlands, and an additional 4 acres previously utilized for USACE wetland mitigation. Protected Species coordination involved snail kite, wood stork, indigo snake, Audubon's crested caracara and gopher tortoise.		
	<b>West Villages Improvement District (Sarasota County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>GIS Lead.</b> Dewberry acts in the general capacity of District Engineer and provides the District engineering services including but not limited to attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring the District projects; overseeing construction and/or acquisition activities; preparation of certifications, documents, and reports in furtherance of District engineering activities.		

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

(Complete one Section E for each key person.)

12. NAME  <b>Zulay Marti, RA</b>	13. ROLE IN THIS CONTRACT  <b>Senior Architect</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL <b>19</b></td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM <b>4</b></td> </tr> </table>		a. TOTAL <b>19</b>	b. WITH CURRENT FIRM <b>4</b>
a. TOTAL <b>19</b>	b. WITH CURRENT FIRM <b>4</b>				
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>					
16. EDUCATION (Degree and Specialization) <b>BArch/Architecture; MA/Special Education, Assessment and Curriculum</b>	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Architect/FL/GA/MD/VA</b>				

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Zulay is an experienced Senior Architect and Project Manager with extensive knowledge in building design, space planning, construction drawings, and construction administration. Throughout her 16-year architectural career, she has gained extensive experience in the coordination of simultaneous projects, direct client interaction, team scheduling, quality control, on-time project delivery, and construction administration. She approaches each project with a focus on aesthetics, functionality, cost and engineering as a whole. Zulay is a design professional experienced in Criminal Justice, Federal and State project building typologies in both secure and non-secure environments. Other areas of specialization include: Transportation: Executive Airport Hangars; Retail: Shopping Centers; Dining: Fast food services, ice cream parlors, restaurants with commercial kitchens; and, Wellness: Gyms.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>A/E Term Contract for Vertical Construction Projects, Volusia County (Volusia County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>2024</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Continuous contract providing professional architectural and engineering task assignments for vertical construction projects. Contract #RSQ No. 20SQ-78SR. Professional disciplines include architecture, engineering, landscape architecture, and scope includes the preparation of schematic design, design documents, construction documents, construction administration, bid documents and project close out. Currently building dorms designed for the correctional facility which will be done at the end of 2024 (VCBJ West Wing Dorms).		
	<b>Public Safety Facility, City of Casselberry (Casselberry, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>2023</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Dewberry is providing architecture, interior design, landscape, and civil design, permitting, and construction administration services for the development of the Casselberry Public Safety Facility. The 25,900 SF, hurricane-hardened public safety command center will feature staff sleep quarters, fitness room and lockers, a media room, a community meeting room open to the public and other organizations, evidence processing and storage space, an incident command center, and training rooms. The design team was asked to develop an overall master plan the City's future Police Station with future expansion capabilities along with the future Seminole County Fire Station on the same project site. The master plan was developed to include phased construction, shared vehicular circulation, and other site amenities including garbage enclosures, stormwater retention, and monument signage.		
	<b>Headquarters Safe Room, Gulf Coast Electrical Cooperative (Gulf County, FL)</b>	PROFESSIONAL SERVICES <b>2022-Ongoing</b>	CONSTRUCTION (If applicable) <b>Est. 2024</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Dewberry is providing architecture and civil engineering for the hurricane safe room for Gulf County Electrical Cooperative in the Panhandle. The facility will feature a command center for field personnel to be deployed after a storm event. It will also incorporate an incident command center for Gulf County that will act as a remote emergency operation center. Redundancy will be built into HVAC potable water and electrical systems. The facility is designed to withstand a Category 4 hurricane.		
	<b>Crisis Stabilization Center, Fredrick County (Fredrick County, MD)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Est. 2025</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Master concept plan, programming, design, construction documents, cost estimating, bidding process assistance, permitting and construction administration services for the interior renovation of the 11,500 SF Crisis Stabilization Center. The facility will offer a 24/7 program that is responsive to local behavioral health needs, grounded in a public health framework, and integrated into the behavioral health crisis care system in Frederick County.		

**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)

**Dowden West CDD (Orlando, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**George Flint, District Manager/  
Management Partner**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524**

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

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 to 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 for 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, boundary surveys, topographic surveys, tree surveys, and other additional surveys, as needed.

• **CONSULTANT FEES TO DATE**  
\$500,000

• **SERVICES**  
Boundary Surveys  
Environmental/Permitting  
Landscape Architecture  
Roadway Design/Improvements  
Stormwater Management  
Topographic Surveys  
Tree Surveys  
Utility Design



**NATURE TRAIL S/W VILLAGE N-1A.**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>



**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)***Lakewood Ranch CDD (Orlando, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Lakewood Ranch CDD**

b. POINT OF CONTACT NAME

**Steve Zielinski, Chief Financial/  
Operating Officer**

c. POINT OF CONTACT TELEPHONE NUMBER

**941.907.0202 x 229**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

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, a hospital and medical center, golf courses, athletic centers, aquatics, and lighted tennis courts.

As the CDD Engineer for the five CDDs, Dewberry's services include engineering, surveying, permitting, owner coordination with the County's review, and approval of construction activities. Dewberry's services also include rehabilitation on landscaping, water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, reviews 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.

- **CONSULTANT FEES TO DATE**  
\$906,730

- **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



**OVERVIEW OF LAKEWOOD RANCH ADMINISTRATION BUILDING AND COMMUNITY FACILITY.**

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**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	<b>Dewberry Engineers Inc.</b>	<b>Sarasota, FL</b>	<b>District Engineer</b>

**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)

**Narcoossee CDD (Orlando, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**Jason Showe, District Manager,  
Central FL**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524**

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

The Narcoossee CDD is located within the City of Orlando in Orange County, Florida, and consists of approximately 416 acres. The project has been developed with 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 provide services as needed for the operation and maintenance of the infrastructure of the District as well as any construction activities relating to improvements and/or repairs. Our efforts include the providing of evaluation of the yearly stormwater management systems, landscaping facilities, such as walls and plantings, roadway evaluations for maintenance, and restoration within the community and district.

Dewberry is the CDD Engineer for this project. **Narcoossee CDD is CDD Advisor, Rey Malavé's first CDD, beginning his services to Narcoossee in March of 2022. Throughout our contract with the District, we have continuously been available to come out whenever there is a need.** Our services include engineering evaluations, owner coordination with the City of Orlando and Orange County, and approval of all development and construction activities within the district. We also provide input as needed within the budgeting process for any repairs and maintenance issues

- **CONSULTANT FEES TO DATE**  
\$475,000

- **SERVICES**  
Civil Engineering  
Construction Administration  
Development Planning  
Infrastructure Review Reports  
Landscape Architecture  
Permitting  
Stormwater Monitoring and Permit Compliance Reports  
Surveying

**VIEW OF RESIDENTIAL STREET.****25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	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)

Deer Run CDD (Bunnell, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

Howard McGafaney, District Manager

c. POINT OF CONTACT TELEPHONE NUMBER

904.940.5850 x 415

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

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 systems and facilities, roads, landscaping, recreational facilities and street lighting, and other community infrastructure provided by the District, as authorized in Chapter 190 F.S. Affiliated projects are to include engineering contract management and inspection services during construction.

Dewberry completed an irrigation system analysis to evaluate the system's hydraulic ability to provide additional irrigation zones. Also, on behalf of the CDD, Dewberry was able to address and resolve compliance coordination with the St. John's River Water Management District. Additionally, Dewberry prepared a planting plan and a vegetation management plan for conservation easement maintenance and restoration.

- **CONSULTANT FEES TO DATE**  
\$120,000
- **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



**COMMUNITY NATURE TRAIL BY THE COMMUNITY CENTER.**

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)

**West Villages Improvement District (Sarasota County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
OngoingCONSTRUCTION (If applicable)  
N/A**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**William Crosley, District Manager**

c. POINT OF CONTACT TELEPHONE NUMBER

**941.244.2805**

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

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 overall ID contains schools, shopping, business parks, a hospital and medical center, golf courses, athletic centers, and aquatics.

As the District Engineer for the ID, Dewberry's services include engineering, surveying, permitting, owner coordination with the District's development review, and approval of construction activities. Dewberry's services also include design of all district owned irrigation improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, reviews and upgrades, coordination of traffic issues including signalization with County and or FDOT officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

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 acquisition activities; preparation of certifications, documents, and engineer's reports in furtherance of District engineering activities; and providing other engineering services as may be authorized by the Board.

- **CONSULTANT FEES TO DATE**  
\$1,058,231.97

- **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



**ENTRANCE MONUMENT SIGN ALONG WEST VILLAGES BOULEVARD.**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME <b>Dewberry Engineers Inc.</b>	(2) FIRM LOCATION (City and State) <b>Orlando, FL</b>	(3) ROLE <b>District Engineer</b>
b.	(1) FIRM NAME <b>Dewberry Engineers Inc.</b>	(2) FIRM LOCATION (City and State) <b>Sarasota, FL</b>	(3) ROLE <b>District Engineer</b>

**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)

**VillaSol CDD (Kissimmee, Osceola County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Governmental Management Services**

b. POINT OF CONTACT NAME

**Jason Showe, District Manager,  
Central FL**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524 x 105**

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

VillaSol CDD is located in Osceola County 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 a tennis court, basketball court, clubhouse, pool, and soft gate with a 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, as well as, water and sewer systems 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.

Dewberry completed the design and implementation of a new guard house which included architecture, landscape architecture, structural analysis, and civil engineering design. Also, Dewberry is implementing a CDD inspection and rehabilitation program of the stormwater system to identify and repair defects in the stormwater conveyance system. Additionally, Dewberry conducted a pavement evaluation study to prioritize and assist the CDD in financial planning for resurfacing needs.

• **CONSULTANT FEES TO DATE**  
\$375,000

• **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



**TOWNHOMES WITHIN THE COMMUNITY.**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>

## 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)

**Baymeadows Improvement District (Duval County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

## 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Rizzetta Company

b. POINT OF CONTACT NAME

Lesley Gallagher, District Manager

c. POINT OF CONTACT TELEPHONE NUMBER

904.436.6237

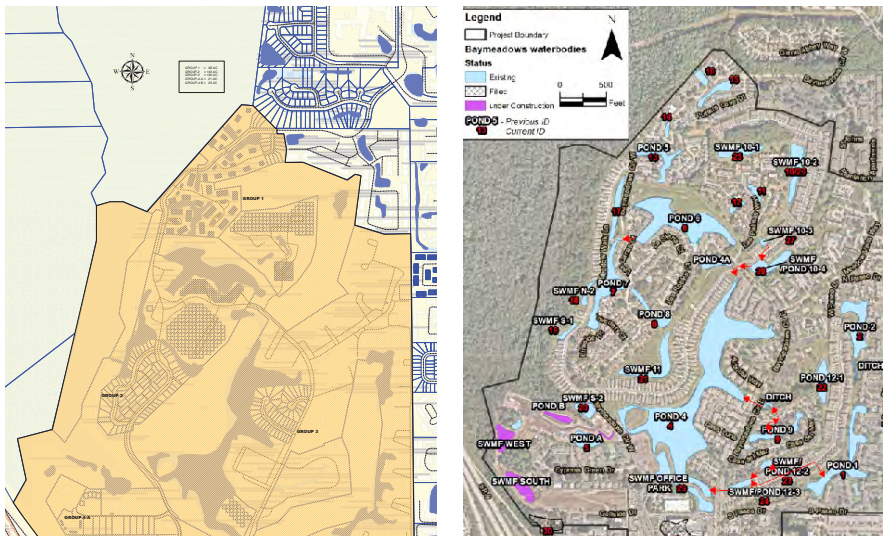
Baymeadows ID an incorporated 580-acre master planned community located in Jacksonville. The Improvement District we serve covers an existing neighborhood that was developed in 1968 as a golf course community. Those golf courses are now gone; however, the community still provides maintenance and improvement services for its existing roadways, stormwater systems, and facilities. The overall development contains commercial areas, business parks, old golf courses, and residential communities.

As the CDD Engineer for the Improvement District, Dewberry's services include engineering, surveying, permitting, owner coordination with the City'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, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

Dewberry's first task was to work with Baymeadows Board's stormwater committee to map the community's stormwater system (ponds, collection & out falls), and prepare a maintenance and repair budget (Operations and Capital). This involved engineering field work, GIS services, and estimating services. Dewberry has also has attended board meetings (at the request of the committee) to give engineering opinions on various issues such as acceptance of a developer's turnover of ownership of additional stormwater systems.

- **CONSULTANT FEES TO DATE**  
\$10,000

- **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



**SERVICES FOR BAYMEADOWS ID INCLUDED THE DEVELOPMENT OF PLANS AND GIS MAPS.**

## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION (City and State) Orlando, FL	(3) ROLE District Engineer
b.	(1) FIRM NAME Dewberry Engineers Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE 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)**

**Live Oak Lake CDD (Twin Lakes Development)**  
(Osceola County, FL)

**22. YEAR COMPLETED**

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

Ongoing

**23. PROJECT OWNER'S INFORMATION****a. PROJECT OWNER**

Governmental Management Services

**b. POINT OF CONTACT NAME**

Jill Burns, District Manager

**c. POINT OF CONTACT TELEPHONE NUMBER**

407.841.5524 x 115

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.

- **CONSULTANT FEES TO DATE \$**  
2.1 Million

- **SERVICES**  
Assistance with the City Master Upsizing Agreements  
Civil Engineering  
Construction Administration  
Entitlements  
Environmental/Permitting  
Landscaping/Hardscape Design  
Maintenance of Traffic Planning  
Planning  
Signal Design  
Surveying



**RESIDENTIAL VIEW OF LIVE OAK LAKE CDD.**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	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

9

21. TITLE AND LOCATION (City and State)

**White Clay Haines City CDD (Winter Haven, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Governmental Management Services**

b. POINT OF CONTACT NAME

**Jill Burns, District Manager**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524 x 115**

The White Clay 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, permits, recreational facilities, and infrastructure review reports.

- **CONSULTANT FEES TO DATE**  
\$44,500
- **SERVICES**
  - Civil Engineering
  - Permitting
  - Roadway Design
  - Stormwater Monitoring and Permit
  - Recreational Facilities
  - Infrastructure Review Reports



**HOMES WITHIN THE WHITE CLAY HAINES CDD.**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>



**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)

Highland Meadows CDD (Polk County, Davenport, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

Tricia Adams, District Manager

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524

Highland Meadows is a 263.5-acre master planned residential community located in the city of Davenport. The development is approved as a planned development for a 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.

• **CONSULTANT FEES TO DATE**

Engineering Fee: \$120,000  
Estimated Construction Cost: To be determined. Gov't is evaluating alternatives.

• **SERVICES**

Civil Engineering  
Construction Estimates and Administration  
Coordination of Environmental Jurisdictional Lines and Permitting  
Due Diligence  
Permitting  
Planning  
Landscaping Plans  
Surveying



VIEW OF THE RESIDENTIAL AREA IN HIGHLAND MEADOWS CDD.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Dewberry Engineers Inc.	Orlando, FL	District Engineer

## G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>									
		1	2	3	4	5	6	7	8	9	10
Rey Malavé, PE	District Engineer	●	●	●	●	●	●	●	●	●	●
Joey Duncan, PE	Assistant District Engineer				●			●		●	
Joe Keezel, PE	Sr. Roadway Engineer		●			●					
Marybeth Morin, PE	Sr. Structural Engineer		●						●		
Alba Más, PE	Sr. Site Engineer				●	●					
Chace Arrington, EI	Site/Civil Graduate Engineer	●			●	●	●			●	●
Jose Pereira, PE	Sr. Utility Engineer		●			●					
Jeff PeQueen, PE, CFM	Sr. Stormwater Engineer										
Nicole Gough, PWS, CNRP	Sr. Environmental Scientist Survey Manager		●	●	●	●	●		●	●	
Lisa A. Kelley, JD	Permitting Manager		●	●		●			●	●	●
William Hinkle, PSM	Senior Surveyor	●	●			●			●		
Harvey Wheeler	Construction Inspector										
Michael Urchuk, RLA	Sr. Landscape Architect			●	●	●	●	●	●		
Aziza Baan, GISP	Sr. GIS Professional	●	●			●		●			
Zulay Marti, RA	Sr. Architect										

### 29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	Dowden West CDD	6	VillaSol CDD
2	Lakewood Ranch CDD	7	Baymeadows ID
3	Narcoossee CDD	8	Live Oak Lakes CDD
4	Deer Run CDD	9	White Clay Haines CDD
5	West Villages ID	10	Highland Meadows CDD

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 60 locations and over 2,500+ 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' 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's local Orlando office includes 120 people, with 14 office locations and over 350 employees across 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

## 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.

Our local leadership team has planned, funded, constructed, and maintained projects in the Orlando area for over 40 years.

**Serving as District Engineer is Rey Malavé, PE.** Rey has 46 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.**

## **Serving as Assistant District Engineer is Joey Duncan, PE.**

Joey brings 43 years of progressive leadership experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. Joey will collaborate with the District Manager, attorneys, and board of directors to identify the needs of the District, provide expert technical information to facilitate problem solving and decision making by the DM and BOD. Technical and professional tasks will be clearly stated, schedule and budget finalized, and any risks to project cost or schedule will be communicated expediently to solicit feedback and ensure clear communication and quality deliverables. **He previously served as Director of Public Works for the City of Jacksonville, the largest city by land mass in the United States.** In this role, he oversaw seven divisions responsible for horizontal and vertical public infrastructure across 840 square miles, with a total capital and operating budget of \$1 billion.

## DEWBERRY HAS SERVED OVER 50 CDDs IN FLORIDA.

The following CDD projects are representative of our relevant project experience:

- Baymeadows Improvement District, Duval County
- Shingle Creek CDD, Osceola County
- White Clay CDD, Osceola County
- Old Hickory CDD, Osceola County
- Woodland Crossing CDD, Sumter County
- 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

## H. ADDITIONAL INFORMATION

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

- 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 Cypress Park Estates CDD's policies and procedures.

### 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.

### Water/Wastewater Services

Our team can provide 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.

### 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 Cypress Park Estates 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.

### 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 and Jacksonville 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 3D laser scanning equipment allows our survey crews to accurately



## H. ADDITIONAL INFORMATION

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

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 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 the Cypress Park Estates 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 (FWWCC), 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 White Clay 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

### Public Involvement and Outreach

Open and effective communication is essential to the successful completion of any project. It's important to develop and maintain a sense of trust and understanding with the public. This is best accomplished by developing a plan tailored to the surrounding community potentially impacted and depending on the nature and extent of the project. Outreach may include a Community Awareness Plan, which would detail the specific methods proposed and list the targeted stakeholders within a specific corridor or project study area. Other public outreach activities could include the management of a project hotline and/or stakeholder database and distributing information through

a variety of notifications to local residents, property owners, schools, businesses, local officials, and other stakeholders. We have found that evaluation of all potential improvements and design concepts and sharing the results of extensive data collection early in the study process creates a level of comfort with the public in two respects:

- There is an open exchange of information; and
- A technically sound approach is being used to serve the best interests of the public.

Coordination with City staff and others will be strengthened by our team's diverse project experience and previous involvement with a variety of stakeholders. Our team is adept at planning and coordinating public workshops, and smaller homeowner associations, and group workshops.

### 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, our team must monitor the project budget and keep the District consistently informed. We have worked with many cities and counties on providing all construction services, including 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 the District has identified a

## H. ADDITIONAL INFORMATION

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

specific task or project. Once identified, we will coordinate with the District to obtain all existing information. This data collection effort is very important because it provides valuable information before 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 project's background, scope requirements, constraints, and other relevant issues will be held to understand 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

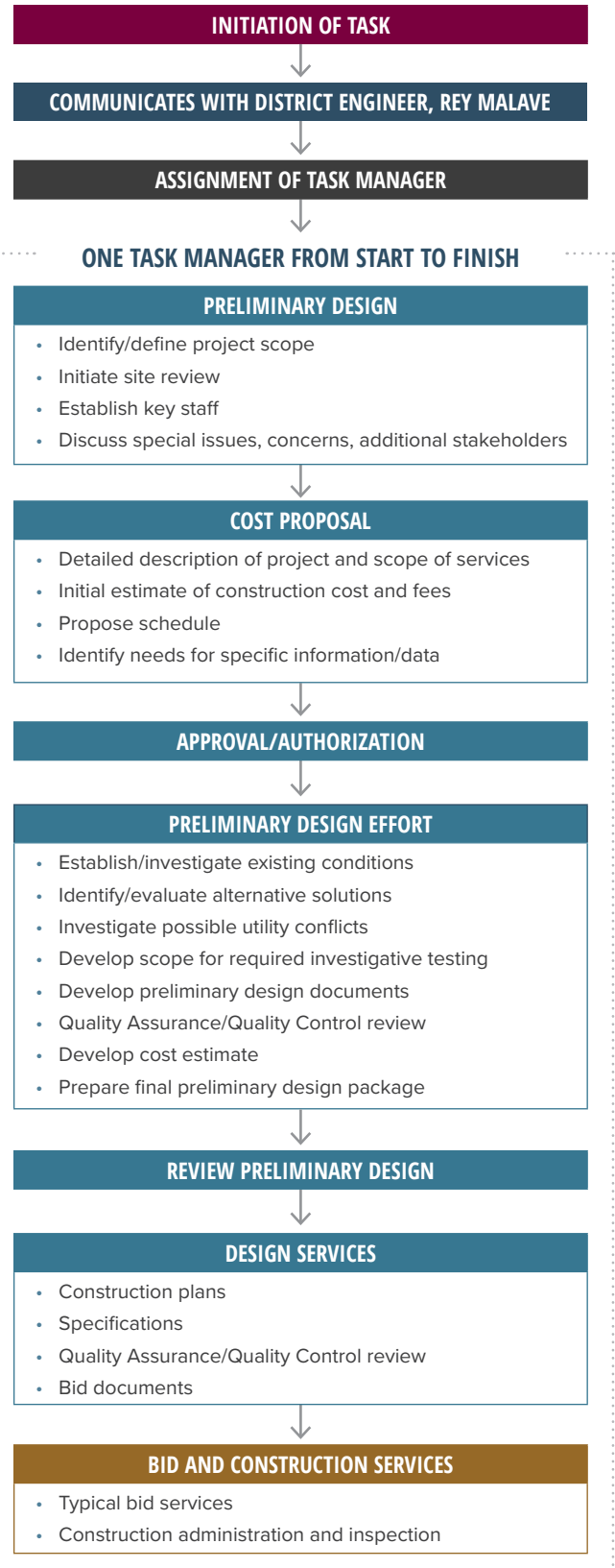
We constantly review our designs and look for ways to save our clients time and money. We exercise common sense engineering to provide practical design solutions, not merely based how things have always been done.

#### PROJECT COSTS

We understand the financial constraints that clients face due to 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 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 and provides the District with opportunities to adjust budgets as needed.

#### 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 Cypress Park Estates will be limited. 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. Our team will use the following proven actions to control the project schedule:



## H. ADDITIONAL INFORMATION

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

- **Experienced Client Manager:** Our District Engineer, Rey Malavé, routinely manages multi-discipline projects where coordination is critical. Dewberry's wide range of in-house services ensures close coordination between disciplines, 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 Cypress Park Estates. 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:** We will be proactive (vs. reactive) on all tasks while managing the schedule. 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 to assist the CDD in updates, compliance questions, and recommendations as needed in the ongoing program.

### INDEPENDENT PEER REVIEW

An independent peer review is performed for each phase submittal. Dewberry's established Quality Management Program requires the review to be performed by senior-level staff not directly involved in the project to make sure quality standards are met on every submittal.

### CONSTRUCTABILITY/BID-ABILITY REVIEW

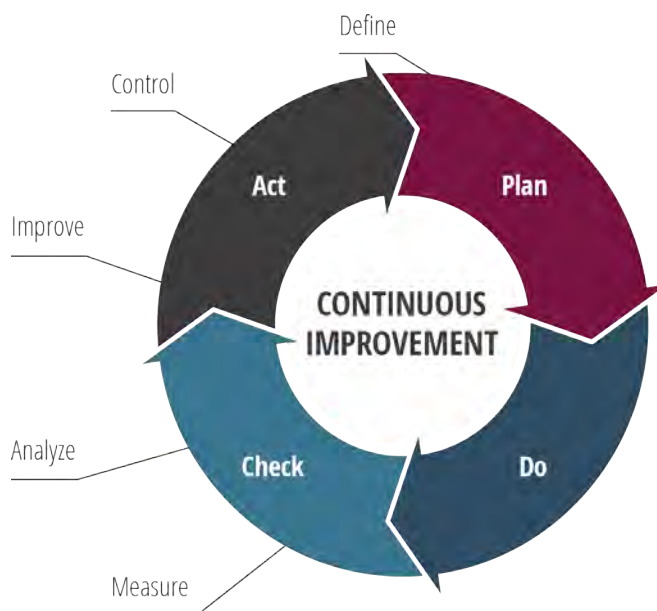
Prior to the 90 and 100 percent submittals, the plans will be subjected to a constructability/bid-ability review. This review will be performed by our in-house construction administrators, who are experienced in CDD requirements.

## Quality Assurance/Quality Control

Dewberry understands the value of repeat business. **Our District Engineer, Rey Malavé, PE, has 28 years of experience servicing a variety of CDDs across Florida.**

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 include:

- **Plan:** Quality is controlled by adequate planning, coordination, supervision, 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 the work and the procedures used in performing the work.



## I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

33. NAME AND TITLE

Rey Malave, Associate Vice President

32. DATE

1.27.2025



## H. ADDITIONAL INFORMATION

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

<b>ARCHITECT – ENGINEER QUALIFICATIONS</b> <b>PART II – GENERAL QUALIFICATIONS</b> <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>				<b>1. SOLICITATION NUMBER (IF ANY)</b>  <b>N/A</b>	
2a. FIRM (or Branch Office) NAME <b>Dewberry Engineers Inc. (Orlando branch office)</b>					3. YEAR ESTABLISHED 2013
2b. STREET 800 North Magnolia Avenue, Suite 1000			<b>5. OWNERSHIP</b>		
2c. CITY Orlando	2d. STATE FL	2e. ZIP CODE 32803-3251	a. TYPE Corporation		
6a. POINT OF CONTACT NAME AND TITLE Kevin E. Knudsen, PE, Vice President			b. SMALL BUSINESS STATUS No		
6b. TELEPHONE NUMBER 321.354.9646	6c. EMAIL ADDRESS <a href="mailto:kknudsen@dewberry.com">kknudsen@dewberry.com</a>		7. NAME OF FIRM (If block 2a is a branch office) The Dewberry Companies Inc.		
8a. FORMER FIRM NAME(S) (If any) 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. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)			8b. YEAR ESTABLISHED Dewberry Engineers Inc.: 2012	8c. UNIQUE ENTITY IDENTIFIER DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6	

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	276	12	B02	Bridges	4
08	CADD Technician	83	8	C06	Churches; Chapels	1
12	Civil Engineer	340	12	C12	Communications Sys; TV; Micro	1
16	Construction Manager	62	1	D04	Design-Build - Prep for RFP	1
19	Ecologist/Natural Resource Specialist	17	3	E13	Environmental Testing & Analys	1
20	Economists/Financial Analysts	35	4	L02	Land Surveying	4
21	Electrical Engineer	68	2	L10	Land Development, Residential	6
24	Environmental Scientist	54	6	L11	Land Development, Commercial	4
30	Geologist	10	1	L12	Land Development, Industrial	3
38	Land Surveyor	194	24	L13	Land Development, Public	5
39	Landscape Architect	37	2	R03	Railroad; Rapid Transit	1
42	Mechanical Engineer	153	1	R11	Rivers; Canal; Waterway; Flood	1
47	Planner: Urban/Regional	40	2	S04	Sewage Collection, Treat/Dispo	1
48	Program Analyst/Program Manager	30	3	S10	Surveying; Platting; Mapping; Flood Plain Studies	4
56	Technical/Specification Writer	55	2	S13	Storm Water Handling & Facilities	1
57	Structural Engineer	140	6	T01	Telephone Systems (Rural; Mobile; Intercom, Etc.)	2
58	Technician/Analyst	4	1	T02	Testing & Inspection Services	1
60	Transportation Engineer	180	32	T03	Traffic & Transportation Engineering	8
62	Water Resources Engineer	132	3	T04	Topographic Surveying and Mapping	3
	Water/Wastewater Engineer	102	6	T05	Towers (Self-Supporting & Guyed Systems)	2
	Other Employees	506		W02	Water Resources; Hydrology; Ground Water	2
<b>Total</b>		<b>2518</b>	<b>131</b>	W03	Water Supply; Treatment and Distribution	3

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		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	
a. Federal Work	1		
b. Non-Federal Work	8		
c. Total Work	8		

<b>12. AUTHORIZED REPRESENTATIVE</b> The foregoing is a statement of facts.	
a. SIGNATURE 	b. DATE August 9, 2024
c. NAME AND TITLE Donald E. Stone, Jr., Director/Executive Vice President	

## H. ADDITIONAL INFORMATION

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


<b>ARCHITECT – ENGINEER QUALIFICATIONS</b> <b>PART II – GENERAL QUALIFICATIONS</b> <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>						<b>1. SOLICITATION NUMBER</b> <i>(IF ANY)</i>			
<b>2a. FIRM (or Branch Office) NAME</b> <b>Dewberry Engineers Inc.</b> <b>(Jacksonville branch office)</b>						<b>3. YEAR ESTABLISHED</b> 2014		<b>4. UNIQUE ENTITY IDENTIFIER</b> K3WDSCEDY1V5	
<b>2b. STREET</b> 200 West Forsyth Street, Suite 1100				<b>5. OWNERSHIP</b>					
<b>2c. CITY</b> Jacksonville		<b>2d. STATE</b> FL		<b>2e. ZIP CODE</b> 32202-4308		<b>a. TYPE</b> Corporation			
<b>6a. POINT OF CONTACT NAME AND TITLE</b> Amy L. Tracy, Senior Associate, Market Segment Leader						<b>b. SMALL BUSINESS STATUS</b> No			
<b>6b. TELEPHONE NUMBER</b> 904.508.9839		<b>6c. EMAIL ADDRESS</b> <a href="mailto:atracy@dewberry.com">atracy@dewberry.com</a>				<b>7. NAME OF FIRM (If block 2a is a branch office)</b> The Dewberry Companies Inc.			
<b>8a. FORMER FIRM NAME(S) (If any)</b> 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. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)						<b>8b. YEAR ESTABLISHED</b> Dewberry Engineers Inc.: 2012		<b>8c. UNIQUE ENTITY IDENTIFIER</b> DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6	
<b>9. EMPLOYEES BY DISCIPLINE</b>						<b>10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS</b>			
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)			
		(1) FIRM	(2) BRANCH						
02	Administrative	276	1	C16	Construction Surveying	1			
24	Environmental Scientist	54	1	D10	Disaster Work	1			
48	Program Analyst/Program Manager	30	1	L12	Land Development, Industrial	1			
	Coastal Engineer	7	1	S10	Surveying; Platting; Mapping; Flood Plain Studies	2			
	Water/Wastewater Engineer	102	2	T04	Topographic Surveying and Mapping	1			
				W02	Water Resources; Hydrology; Ground Water	1			
				W03	Water Supply; Treatment and Distribution	2			
	Other Employees	2049							
<b>Total</b>		<b>2518</b>	<b>6</b>						
<b>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS</b> <i>(Insert revenue index number shown at right)</i>				<b>PROFESSIONAL SERVICES REVENUE INDEX NUMBER</b>					
a. Federal Work		1		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					
b. Non-Federal Work		4							
c. Total Work		4							
<b>12. AUTHORIZED REPRESENTATIVE</b> The foregoing is a statement of facts.									
<b>a. SIGNATURE</b> 						<b>b. DATE</b> August 9, 2024			
<b>c. NAME AND TITLE</b> Donald E. Stone, Jr., Director/Executive Vice President									

## H. ADDITIONAL INFORMATION

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


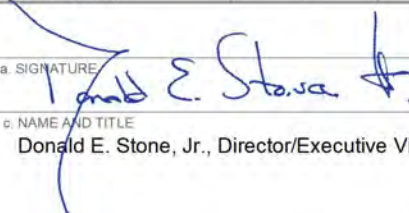
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**12. AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE August 9, 2024
c. NAME AND TITLE Donald E. Stone, Jr., Director/Executive Vice President	


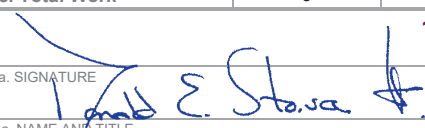
## H. ADDITIONAL INFORMATION

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

ARCHITECT – ENGINEER QUALIFICATIONS PART II – GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>					1. SOLICITATION NUMBER (IF ANY)  <b>N/A</b>	
2a. FIRM (or Branch Office) NAME <b>Dewberry Engineers Inc. (Panama City branch office)</b>					3. YEAR ESTABLISHED <b>2016</b>	4. UNIQUE ENTITY IDENTIFIER <b>K3WDSCEDY1V5</b>
2b. STREET <b>203 Aberdeen Parkway</b>			5. OWNERSHIP			
2c. CITY <b>Panama City</b>	2d. STATE <b>FL</b>	2e. ZIP CODE <b>32405-6457</b>	a. TYPE <b>Corporation</b>			
6a. POINT OF CONTACT NAME AND TITLE <b>Jonathan Sklarski, PE, Associate Vice President</b>			b. SMALL BUSINESS STATUS <b>No</b>			
6b. TELEPHONE NUMBER <b>850.571.1200</b>	6c. EMAIL ADDRESS <b>jsklarski@dewberry.com</b>		7. NAME OF FIRM (If block 2a is a branch office) <b>The Dewberry Companies Inc.</b>			
8a. FORMER FIRM NAME(S) (If any) <b>Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O'Dea, Inc.; Goodkind &amp; O'Dea of New York, Inc.; Goodkind &amp; O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)</b>			8b. YEAR ESTABLISHED <b>Dewberry Engineers Inc.: 2012</b>		8c. UNIQUE ENTITY IDENTIFIER <b>DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6</b>	
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	276	2	C08	Codes; Standards; Ordinances	1
07	Biologist	10	1	C16	Construction Surveying	3
08	CADD Technician	83	3	D10	Disaster Work	2
12	Civil Engineer	340	9	E09	Environmental Impact Studies, Assessments or Statements	2
15	Construction Inspector	128	6	E11	Environmental Planning	1
16	Construction Manager	62	1	E12	Environmental Remediation	1
24	Environmental Scientist	54	2	H04	Heating; Ventilating; Air Conditioning	1
38	Land Surveyor	194	18	H07	Highways; Streets; Airfield Paving; Parking Lots	3
62	Water Resources Engineer	132	1	H13	Hydrographic Surveying	3
				L02	Land Surveying	6
				L10	Land Development, Residential	5
				L11	Land Development, Commercial	3
				S01	Safety Engineering; Accident Studies; OSHA Studies	1
				S04	Sewage Collection, Treatment and Disposal	5
				S10	Surveying; Platting; Mapping; Flood Plain Studies	1
				T02	Testing & Inspection Services	3
				T03	Traffic & Transportation Engineering	1
	Other Employees	1239		W02	Water Resources; Hydrology; Ground Water	1
<b>Total</b>		<b>2518</b>	<b>43</b>	W03	Water Supply; Treatment and Distribution	5
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER				
a. Federal Work	<b>4</b>	1. Less than \$100,000				
b. Non-Federal Work	<b>7</b>	2. \$100,000 to less than \$250,000				
c. Total Work	<b>7</b>	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				
a. SIGNATURE 		12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.				
		b. DATE <b>April 21, 2025</b>				
c. NAME AND TITLE <b>Donald E. Stone, Jr., Director/Executive Vice President</b>						

## H. ADDITIONAL INFORMATION

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

ARCHITECT – ENGINEER QUALIFICATIONS PART II – GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>						1. SOLICITATION NUMBER (IF ANY)	
2a. FIRM (or Branch Office) NAME <b>Dewberry Engineers Inc. (Raleigh branch office)</b>						3. YEAR ESTABLISHED <b>2013</b>	
2b. STREET <b>2610 Wycliff Road, Suite 410</b>				5. OWNERSHIP			
2c. CITY <b>Raleigh</b>		2d. STATE <b>NC</b>		2e. ZIP CODE <b>27607-3073</b>		a. TYPE <b>Corporation</b>	
6a. POINT OF CONTACT NAME AND TITLE <b>Matthew B. West, PE, LEED AP, Vice President</b>						b. SMALL BUSINESS STATUS <b>No</b>	
6b. TELEPHONE NUMBER <b>919.424.3770</b>			6c. EMAIL ADDRESS <b>mwest@dewberry.com</b>			7. NAME OF FIRM (If block 2a is a branch office) <b>The Dewberry Companies Inc.</b>	
8a. FORMER FIRM NAME(S) (If any) <b>Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O'Dea, Inc.; Goodkind &amp; O'Dea of New York, Inc.; Goodkind &amp; O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)</b>						8b. YEAR ESTABLISHED <b>Dewberry Engineers Inc.: 2012</b>	
						8c. UNIQUE ENTITY IDENTIFIER <b>DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6</b>	
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS			
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)	
		(1) FIRM	(2) BRANCH				
02	Administrative	276	18	C11	Community Facilities	3	
05	Archeologist	9	1	C12	Communications Systems; TV; Microwave	4	
07	Biologist	10	2	C15	Construction Management	2	
08	CADD Technician	83	4	E02	Educational Facilities; Classrooms	6	
12	Civil Engineer	340	19	E03	Electrical Studies and Design	3	
15	Construction Inspector	128	2	E11	Environmental Planning	2	
16	Construction Manager	62	1	H04	Heating; Ventilating; Air Conditioning	5	
21	Electrical Engineer	68	32	H05	Health Systems Planning	2	
24	Environmental Scientist	54	3	H09	Hospital & Medical Facilities	7	
29	Geographic Information System Specialist	113	2	I03	Industrial Waste Treatment	4	
38	Land Surveyor	194	15	L01	Laboratories; Medical Research Facilities	3	
39	Landscape Architect	37	6	L11	Land Development, Commercial	3	
42	Mechanical Engineer	153	55	M05	Military Design Standards	4	
47	Planner: Urban/Regional	40	2	O01	Office Buildings; Industrial Parks	2	
48	Program Analyst/Program Manager	30	3	P12	Power Generation, Transmission, Distribution	4	
49	Remote Sensing Specialist	16	1	R04	Recreation Facilities (Parks, Marinas, Etc.)	2	
56	Technical/Specification Writer	55	8	S04	Sewage Collection, Treatment and Disposal	3	
57	Structural Engineer	140	10	S09	Structural Des; Special Struct	3	
60	Transportation Engineer	180	12	S10	Surveying; Platting; Mapping; Flood Plain Studies	5	
62	Water Resources Engineer	132	4	S13	Storm Water Handling & Fac	2	
	QA/QC Specialists	4	1	T01	Telephone Systems (Rural; Mobile; Intercom, Etc.)	4	
	Site Acquisition Specialist	12	8	T02	Testing & Inspection Services	2	
	Water/Wastewater Engineer	102	13	T03	Traffic & Transportation Engineering	5	
	Other Employees	280		W02	Water Resources; Hydrology; Ground Water	4	
<b>Total</b>		<b>2518</b>	<b>222</b>	<b>W03</b>	<b>Water Supply; Treatment and Distribution</b>	<b>6</b>	
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER					
a. Federal Work	6	1. Less than \$100,000					
b. Non-Federal Work	9	2. \$100,000 to less than \$250,000					
c. Total Work	9	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					
a. SIGNATURE 		12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.					
b. DATE <b>August 9, 2024</b>							
c. NAME AND TITLE <b>Donald E. Stone, Jr., Director/Executive Vice President</b>							





 **Dewberry®**

[www.dewberry.com](http://www.dewberry.com)





## SECTION VIII

***Cypress Park Estates***  
***Community Development District***

***Proposed Budget***  
***FY 2026***



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**Cypress Park Estates**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
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**Revenues**

Assessments - On Roll	\$ 762,566	\$ 718,285	\$ 44,281	\$ 762,566	\$ 844,768
Interest Income	\$ -	\$ 3,763	\$ 8,400	\$ 12,163	\$ 6,081
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -

<b>Total Revenues</b>	<b>\$ 762,566</b>	<b>\$ 722,048</b>	<b>\$ 52,681</b>	<b>\$ 774,729</b>	<b>\$ 850,850</b>
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**Expenditures**

General & Administrative:

Supervisor Fees	\$ 12,000	\$ 1,200	\$ 6,000	\$ 7,200	\$ 12,000
Employer FICA Expense	\$ -	\$ 31	\$ 459	\$ 490	\$ 918
Engineer Fees	\$ 10,000	\$ 175	\$ 5,000	\$ 5,175	\$ 10,000
Attorney Fees	\$ 25,000	\$ 10,711	\$ 15,400	\$ 26,111	\$ 25,000
Annual Audit	\$ 7,500	\$ 7,200	\$ -	\$ 7,200	\$ 7,500
Assessment Administration	\$ 5,565	\$ 5,565	\$ -	\$ 5,565	\$ 5,732
Dissemination	\$ 7,350	\$ 3,675	\$ 3,678	\$ 7,353	\$ 7,574
Arbitrage	\$ 1,350	\$ 900	\$ 450	\$ 1,350	\$ 1,350
Trustee Fees	\$ 12,120	\$ 10,769	\$ 1,351	\$ 12,120	\$ 13,332
Management Fees	\$ 45,000	\$ 22,500	\$ 22,500	\$ 45,000	\$ 46,350
Information Technology	\$ 1,890	\$ 945	\$ 945	\$ 1,890	\$ 1,947
Website Maintenance	\$ 1,260	\$ 630	\$ 630	\$ 1,260	\$ 1,298
Postage & Delivery	\$ 500	\$ 497	\$ 250	\$ 747	\$ 500
Insurance	\$ 6,817	\$ 6,631	\$ -	\$ 6,631	\$ 8,810
Copies	\$ 100	\$ 62	\$ 50	\$ 112	\$ 100
Legal Advertising	\$ 2,000	\$ 1,359	\$ 1,000	\$ 2,359	\$ 2,000
Other Current Charges	\$ 1,000	\$ 302	\$ 500	\$ 802	\$ 1,000
Office Supplies	\$ 50	\$ 8	\$ 25	\$ 33	\$ 50
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175

<b>Total Administrative</b>	<b>\$ 139,677</b>	<b>\$ 73,334</b>	<b>\$ 58,238</b>	<b>\$ 131,572</b>	<b>\$ 145,635</b>
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Operations & Maintenance

Field Expenditures

Property Insurance	\$ 16,708	\$ 16,628	\$ -	\$ 16,628	\$ 17,958
Field Management	\$ 20,000	\$ 10,001	\$ 10,000	\$ 20,001	\$ 20,600
Landscape Maintenance	\$ 128,870	\$ 57,786	\$ 57,786	\$ 115,572	\$ 135,500
Landscape Replacement	\$ 25,000	\$ -	\$ 12,500	\$ 12,500	\$ 45,000
Streetlights	\$ 35,000	\$ 10,513	\$ 10,800	\$ 21,313	\$ 25,000
Electric	\$ 13,068	\$ 6,033	\$ 6,000	\$ 12,033	\$ 13,300
Water & Sewer	\$ 82,000	\$ 17,574	\$ 19,200	\$ 36,774	\$ 41,000
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ -	\$ 1,250	\$ 1,250	\$ 2,500
Irrigation Repairs	\$ 6,000	\$ 850	\$ 3,000	\$ 3,850	\$ 6,000
Fountain Maintenance	\$ 1,800	\$ 600	\$ 1,200	\$ 1,800	\$ 1,800
General Repairs & Maintenance	\$ 15,000	\$ 3,194	\$ 7,500	\$ 10,694	\$ 35,000
Contingency	\$ 10,000	\$ 870	\$ 5,000	\$ 5,870	\$ 7,500

<b>Subtotal Field Expenditures</b>	<b>\$ 355,946</b>	<b>\$ 124,049</b>	<b>\$ 134,236</b>	<b>\$ 258,285</b>	<b>\$ 351,158</b>
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**Cypress Park Estates**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<u><b>Amenity Expenditures</b></u>					
Amenity - Electric	\$ 24,684	\$ 10,768	\$ 10,800	\$ 21,568	\$ 25,000
Amenity - Water	\$ 22,416	\$ 8,436	\$ 10,200	\$ 18,636	\$ 20,500
Playground Lease	\$ 37,164	\$ 17,525	\$ 18,582	\$ 36,107	\$ 36,107
Internet	\$ 2,500	\$ 600	\$ 600	\$ 1,200	\$ 1,200
Pest Control	\$ 720	\$ 440	\$ 280	\$ 720	\$ 4,708
Janitorial Service	\$ 14,705	\$ 4,975	\$ 7,245	\$ 12,220	\$ 14,705
Amenity Management	\$ 12,500	\$ 6,250	\$ 6,250	\$ 12,500	\$ 12,875
Security Services	\$ 36,054	\$ 12,939	\$ 17,500	\$ 30,439	\$ 36,054
Pool Maintenance	\$ 23,700	\$ 7,745	\$ 15,200	\$ 22,945	\$ 24,408
Holiday Décor	\$ -	\$ -	\$ -	\$ -	\$ 11,000
Amenity Repairs & Maintenance	\$ 10,000	\$ 3,699	\$ 5,000	\$ 8,699	\$ 10,000
Contingency	\$ 7,500	\$ 1,685	\$ 3,750	\$ 5,435	\$ 7,500
<b>Subtotal Amenity Expenditures</b>	<b>\$ 191,943</b>	<b>\$ 75,062</b>	<b>\$ 95,407</b>	<b>\$ 170,469</b>	<b>\$ 204,057</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 547,889</b>	<b>\$ 199,110</b>	<b>\$ 229,643</b>	<b>\$ 428,753</b>	<b>\$ 555,215</b>
<u><b>Other Expenditures</b></u>					
Capital Reserves	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	\$ 150,000
<b>Total Other Expenditures</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 150,000</b>
<b>Total Expenditures</b>	<b>\$ 762,566</b>	<b>\$ 347,445</b>	<b>\$ 287,881</b>	<b>\$ 635,326</b>	<b>\$ 850,850</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 374,603</b>	<b>\$ (235,200)</b>	<b>\$ 139,403</b>	<b>\$ -</b>

Net Assessments	\$ 844,768
Add: Discounts & Collections 7%	\$63,585
Gross Assessments	<u>\$908,353</u>
Assessable Units	703
Per Unit Gross Assessment	<u>\$1,292.11</u>
FY25 Per Unit Gross Assessments	<u>\$1,166.38</u>
Increase	<u>\$125.73</u>

Product	ERU's	Assessable Units	ERU/Unit	Net Assessment	Net Per Unit	Gross Per Unit
Phase 1	354.00	354	1.00	\$425,388	\$1,202	\$1,292
Phase 2	178.00	178	1.00	\$213,896	\$1,202	\$1,292
Phase 3	171.00	171	1.00	\$205,484	\$1,202	\$1,292
<b>703.00</b>	<b>703</b>			<b>\$844,768</b>		

# **Cypress Park Estates Community Development District General Fund Budget**

## **REVENUES:**

### **Assessments**

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for operating expenditures during the fiscal year.

### **Interest Income**

Represents interest earned on excess funds invested with Bank United.

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## **EXPENDITURES:**

### **Administrative:**

#### **Supervisor Fees**

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

#### **Employer FICA Expense**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks

#### **Engineer Fees**

The District's engineer, Gadd & Associates, provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

#### **Attorney Fees**

The District's legal counsel, Kilinski | Van Wyk, PLLC, provides general legal services to the District, e.g., attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

#### **Annual Audit**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District is currently contracted with Grau & Associates for these services.

#### **Assessment Administration**

The District has contracted with Governmental Management Services-Central Florida, LLC, to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

# **Cypress Park Estates Community Development District General Fund Budget**

## **Dissemination**

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon the Series 2020 A1, 2020 A2 and 2022. Governmental Management Services-Central Florida, LLC, provides these services.

## **Arbitrage**

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2020 A1, 2020 A2 and 2022 bonds.

## **Trustee Fees**

The District will incur trustee related costs with the issuance of its' issued bonds.

## **Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

## **Information Technology**

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services-Central Florida, LLC, provides these services.

## **Website Maintenance**

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services-Central Florida, LLC, provides these services.

## **Postage & Delivery**

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

## **Insurance**

The District's general liability and public official's liability insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

## **Copies**

Printing agenda materials for board meetings, printing of computerized checks, stationary, envelopes etc.



# **Cypress Park Estates Community Development District General Fund Budget**

## **Legal Advertising**

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

## **Other Current Charges**

Bank charges and any other miscellaneous expenses incurred during the year.

## **Office Supplies**

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

## **Dues, Licenses & Subscriptions**

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

## **Operations & Maintenance:**

### **Field Expenditures**

#### **Property Insurance**

The District's property insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

#### **Field Management**

Represents the costs of contracting services that provide onsite field management of contracts for the District such as landscape and lake maintenance. Services can include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails. Governmental Management Services-Central Florida, LLC, provides these services.

#### **Landscape Maintenance**

The District has contracts with Prince & Sons, Inc. to provide landscaping services throughout the District. These services include mowing, edging, trimming, cleanup, detailing and pruning as well as maintenance of the irrigation systems.

#### **Landscape Replacement**

Represents the estimated cost of replacing landscaping within the common areas of the District.

**Cypress Park Estates  
Community Development District  
General Fund Budget**

Streetlights

Represents the cost to maintain street lights within the District Boundaries that are expected to be in place throughout the fiscal year.

Electric

Represents current and estimated electric charges of common areas throughout the District.

Water & Sewer

Represents current and estimated costs for water and refuse services provided for common areas throughout the District.

Address	Monthly Amount	Annual Amount
5150 E Johnson Ave	\$2,450	\$29,400
4701 Baker Dairy Rd	\$187	\$2,244
4975 Baker Dairy Rd	\$460	\$5,520
290 Bottle Brush Drive	\$45	\$540
959 Sabal Point	\$180	\$2,160
Contingency		\$1,136
		<u>\$41,000</u>

Sidewalk & Asphalt Maintenance

Represents the estimated costs of maintaining the sidewalks and asphalt throughout the District's Boundary.

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

Fountain Maintenance

Represents the cost of maintaining and repairing the fountain at the entrance.

General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas. These can include pressure washing, and repairs to fences, monuments, lighting, and other assets

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

**Cypress Park Estates  
Community Development District  
General Fund Budget**

**Amenity Expenditures**

Amenity - Electric

Represents estimated electric charges for the District's amenity facilities.

Amenity – Water

Represents estimated water charges for the District's amenity facilities.

Address	Monthly Amount	Annual Amount
1209 Tupelo Trail (Irrigation)	\$1,500	\$18,000
Contingency		\$2,500
		<u>\$20,500</u>

Playground Lease

Represents estimated cost of leasing agreement for playgrounds to be installed in the community.

Internet

Internet service will be added for use at the Amenity Facilities.

Pest Control

The District is contracted with Massey Services, Inc. for pest control treatments to its amenity facilities.

Janitorial Services

Represents the estimated costs to provide janitorial services weekly and supplies for the District's amenity facilities. The district is contracted with CSS Clean Star Services of Central Florida.

Amenity Management

Amenity Management provides access card issuance through registration, proof of residency, and photo identification. The team also provides keycard troubleshooting for issues and concerns related to access control. Staff reviews security concerns and amenity policy violations via remote camera monitoring on an as-needed basis. Districts are provided electronic communication for District news and direct remote customer service through phone and email directly to the Amenity Access Team.

Security Services

Represents the estimated cost of contracting a monthly security service for the District's amenity facilities.

Pool Maintenance

Represents the costs of regular cleaning and treatments of the District's pool. These services are provided by Resort Pool Services.

**Cypress Park Estates  
Community Development District  
General Fund Budget**

*Holiday Décor*

Represents the estimated costs of adding holiday décor to the districts monuments.

*Amenity Repairs & Maintenance*

Represents estimated costs for repairs and maintenance of the District's amenity facilities.

*Contingency*

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any amenity category.

*Other Expenditures:*

*Capital Reserves*

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

# Cypress Park Estates

## Community Development District

### Proposed Budget Capital Reserve Fund

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b><u>Revenues</u></b>					
Carry Forward Surplus	\$ 33,571	\$ -	\$ -	\$ -	\$ 33,136
Interest	\$ -	\$ 91	\$ 545	\$ 636	\$ 2,813
<b>Total Revenues</b>	<b>\$ 33,571</b>	<b>\$ 91</b>	<b>\$ 545</b>	<b>\$ 636</b>	<b>\$ 35,949</b>
<b><u>Expenditures</u></b>					
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Holiday Decorations	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Chair Lift Replacement	\$ 10,500	\$ -	\$ 10,500	\$ 10,500	\$ -
Playground Shade	\$ 32,000	\$ -	\$ 32,000	\$ 32,000	\$ -
Contingency	\$ -	\$ 15	\$ (15)	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 52,500</b>	<b>\$ 15</b>	<b>\$ 42,485</b>	<b>\$ 42,500</b>	<b>\$ 75,000</b>
<b><u>Other Financing Sources/(Uses)</u></b>					
Transfer In	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	\$ 150,000
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 150,000</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 56,071</b>	<b>\$ 75,076</b>	<b>\$ (41,940)</b>	<b>\$ 33,136</b>	<b>\$ 110,949</b>

# Cypress Park Estates

## Community Development District

### Proposed Budget Debt Service Fund Series 2020 A-1

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Special Assessments - 2020 A1	\$ 442,500	\$ 416,805	\$ 25,695	\$ 442,500	\$ 442,500
Interest Income	\$ -	\$ 9,059	\$ 4,529	\$ 13,588	\$ 6,794
Carry Forward Surplus	\$ -	\$ 416,190	\$ -	\$ 416,190	\$ 431,647
<b>Total Revenues</b>	<b>\$ 442,500</b>	<b>\$ 842,054</b>	<b>\$ 30,224</b>	<b>\$ 872,278</b>	<b>\$ 880,941</b>
<b>Expenditures</b>					
<b>Series 2020A-1</b>					
Interest - 11/1	\$ 140,316	\$ 140,316	\$ -	\$ 140,316	\$ 138,216
Principal - 5/1	\$ 160,000	\$ -	\$ 160,000	\$ 160,000	\$ 165,000
Interest - 5/1	\$ 140,316	\$ -	\$ 140,316	\$ 140,316	\$ 138,216
<b>Total Expenditures</b>	<b>\$ 440,631</b>	<b>\$ 140,316</b>	<b>\$ 300,316</b>	<b>\$ 440,631</b>	<b>\$ 441,431</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 1,869</b>	<b>\$ 701,738</b>	<b>\$ (270,091)</b>	<b>\$ 431,647</b>	<b>\$ 439,509</b>

\*Carry forward less amount in Reserve funds.

<b>Series 2020 A-1</b>	
Interest- 11/1/26	<b>\$135,534</b>
<b>Total</b>	<b>\$135,534</b>

Product	Assessable Units	Maximum Annual Debt Service	Net Assessment Per Unit	Gross Assessment Per Unit
Single Family Phase 1	354	\$442,500	\$1,250	\$1,344
	354	\$442,500		

**Cypress Park Estates**  
**Community Development District**  
**Series 2020 Special Assessment Bonds Area 1**  
**Amortization Schedule**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/25	\$ 7,150,000.00	\$ -	\$ 138,215.63	\$ 438,531.25
05/01/26	\$ 7,150,000.00	\$ 165,000.00	\$ 138,215.63	\$ -
11/01/26	\$ 6,985,000.00	\$ -	\$ 135,534.38	\$ 438,750.00
05/01/27	\$ 6,985,000.00	\$ 170,000.00	\$ 135,534.38	\$ -
11/01/27	\$ 6,815,000.00	\$ -	\$ 132,771.88	\$ 438,306.25
05/01/28	\$ 6,815,000.00	\$ 175,000.00	\$ 132,771.88	\$ -
11/01/28	\$ 6,640,000.00	\$ -	\$ 129,928.13	\$ 437,700.00
05/01/29	\$ 6,640,000.00	\$ 185,000.00	\$ 129,928.13	\$ -
11/01/29	\$ 6,455,000.00	\$ -	\$ 126,921.88	\$ 441,850.00
05/01/30	\$ 6,455,000.00	\$ 190,000.00	\$ 126,921.88	\$ -
11/01/30	\$ 6,265,000.00	\$ -	\$ 123,834.38	\$ 440,756.25
05/01/31	\$ 6,265,000.00	\$ 195,000.00	\$ 123,834.38	\$ -
11/01/31	\$ 6,070,000.00	\$ -	\$ 120,056.25	\$ 438,890.63
05/01/32	\$ 6,070,000.00	\$ 205,000.00	\$ 120,056.25	\$ -
11/01/32	\$ 5,865,000.00	\$ -	\$ 116,084.38	\$ 441,140.63
05/01/33	\$ 5,865,000.00	\$ 210,000.00	\$ 116,084.38	\$ -
11/01/33	\$ 5,655,000.00	\$ -	\$ 112,015.63	\$ 438,100.00
05/01/34	\$ 5,655,000.00	\$ 220,000.00	\$ 112,015.63	\$ -
11/01/34	\$ 5,435,000.00	\$ -	\$ 107,753.13	\$ 439,768.75
05/01/35	\$ 5,435,000.00	\$ 230,000.00	\$ 107,753.13	\$ -
11/01/35	\$ 5,205,000.00	\$ -	\$ 103,296.88	\$ 441,050.00
05/01/36	\$ 5,205,000.00	\$ 240,000.00	\$ 103,296.88	\$ -
11/01/36	\$ 4,965,000.00	\$ -	\$ 98,646.88	\$ 441,943.75
05/01/37	\$ 4,965,000.00	\$ 245,000.00	\$ 98,646.88	\$ -
11/01/37	\$ 4,720,000.00	\$ -	\$ 93,900.00	\$ 437,546.88
05/01/38	\$ 4,720,000.00	\$ 255,000.00	\$ 93,900.00	\$ -
11/01/38	\$ 4,465,000.00	\$ -	\$ 88,959.38	\$ 437,859.38
05/01/39	\$ 4,465,000.00	\$ 265,000.00	\$ 88,959.38	\$ -
11/01/39	\$ 4,200,000.00	\$ -	\$ 83,825.00	\$ 437,784.38
05/01/40	\$ 4,200,000.00	\$ 280,000.00	\$ 83,825.00	\$ -
11/01/40	\$ 3,920,000.00	\$ -	\$ 78,400.00	\$ 442,225.00
05/01/41	\$ 3,920,000.00	\$ 290,000.00	\$ 78,400.00	\$ -
11/01/41	\$ 3,630,000.00	\$ -	\$ 72,600.00	\$ 441,000.00
05/01/42	\$ 3,630,000.00	\$ 300,000.00	\$ 72,600.00	\$ -
11/01/42	\$ 3,330,000.00	\$ -	\$ 66,600.00	\$ 439,200.00
05/01/43	\$ 3,330,000.00	\$ 315,000.00	\$ 66,600.00	\$ -
11/01/43	\$ 3,015,000.00	\$ -	\$ 60,300.00	\$ 441,900.00
05/01/44	\$ 3,015,000.00	\$ 325,000.00	\$ 60,300.00	\$ -
11/01/44	\$ 2,690,000.00	\$ -	\$ 53,800.00	\$ 439,100.00
05/01/45	\$ 2,690,000.00	\$ 340,000.00	\$ 53,800.00	\$ -
11/01/45	\$ 2,350,000.00	\$ -	\$ 47,000.00	\$ 440,800.00
05/01/46	\$ 2,350,000.00	\$ 355,000.00	\$ 47,000.00	\$ -
11/01/46	\$ 1,995,000.00	\$ -	\$ 39,900.00	\$ 441,900.00
05/01/47	\$ 1,995,000.00	\$ 365,000.00	\$ 39,900.00	\$ -
11/01/47	\$ 1,630,000.00	\$ -	\$ 32,600.00	\$ 437,500.00
05/01/48	\$ 1,630,000.00	\$ 385,000.00	\$ 32,600.00	\$ -
11/01/48	\$ 1,245,000.00	\$ -	\$ 24,900.00	\$ 442,500.00
05/01/49	\$ 1,245,000.00	\$ 400,000.00	\$ 24,900.00	\$ -
11/01/49	\$ 845,000.00	\$ -	\$ 16,900.00	\$ 441,800.00
05/01/50	\$ 845,000.00	\$ 415,000.00	\$ 16,900.00	\$ -
11/1/50	\$ 430,000.00	\$ -	\$ 8,600.00	\$ 440,500.00
5/1/51	\$ 430,000.00	\$ 430,000.00	\$ 8,600.00	\$ 438,600.00
	<b>\$ 7,620,000.00</b>	<b>\$ 5,280,787.50</b>	<b>\$ 13,197,140.63</b>	



# Cypress Park Estates

## Community Development District

### Proposed Budget Debt Service Fund Series 2020 A-2

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Special Assessments - 2020 A2	\$ 71,200	\$ 67,066	\$ 4,134	\$ 71,200	\$ 71,200
Interest Income	\$ -	\$ 1,531	\$ 765	\$ 2,296	\$ 1,148
Carry Forward Surplus	\$ -	\$ 70,579	\$ -	\$ 70,579	\$ 73,318
<b>Total Revenues</b>	<b>\$ 71,200</b>	<b>\$ 139,175</b>	<b>\$ 4,900</b>	<b>\$ 144,074</b>	<b>\$ 145,666</b>
<b>Expenditures</b>					
<b>Series 2020A-2</b>					
Interest- 11/1	\$ 22,878	\$ 22,878	\$ -	\$ 22,878	\$ 22,378
Principal - 5/1	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
Interest - 5/1	\$ 22,878	\$ -	\$ 22,878	\$ 22,878	\$ 22,378
<b>Total Expenditures</b>	<b>\$ 70,756</b>	<b>\$ 22,878</b>	<b>\$ 47,878</b>	<b>\$ 70,756</b>	<b>\$ 69,756</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 444</b>	<b>\$ 116,297</b>	<b>\$ (42,979)</b>	<b>\$ 73,318</b>	<b>\$ 75,910</b>

\*Carry forward less amount in Reserve funds.

<b>Series 2020 A-2</b>	
Interest - 11/1/26	<b>\$21,878</b>
<b>Total</b>	<b>\$21,878</b>

Product	Assessable Units	Maximum Annual Debt Service	Net Assessment Per Unit	Gross Assessment Per Unit
Single Family Phase 2	178	\$71,200	\$400	\$430
	178	\$71,200		

**Cypress Park Estates**  
**Community Development District**  
**Series 2020 Special Assessment Bonds Area 2**  
**Amortization Schedule**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/25	\$ 1,100,000.00	\$ -	\$ 22,378.13	\$ 70,256.25
05/01/26	\$ 1,100,000.00	\$ 25,000.00	\$ 22,378.13	\$ -
11/01/26	\$ 1,075,000.00	\$ -	\$ 21,878.13	\$ 69,256.25
05/01/27	\$ 1,075,000.00	\$ 25,000.00	\$ 21,878.13	\$ -
11/01/27	\$ 1,050,000.00	\$ -	\$ 21,378.13	\$ 68,256.25
05/01/28	\$ 1,050,000.00	\$ 25,000.00	\$ 21,378.13	\$ -
11/01/28	\$ 1,025,000.00	\$ -	\$ 20,878.13	\$ 67,256.25
05/01/29	\$ 1,025,000.00	\$ 30,000.00	\$ 20,878.13	\$ -
11/01/29	\$ 995,000.00	\$ -	\$ 20,278.13	\$ 71,156.25
05/01/30	\$ 995,000.00	\$ 30,000.00	\$ 20,278.13	\$ -
11/01/30	\$ 965,000.00	\$ -	\$ 19,678.13	\$ 69,956.25
05/01/31	\$ 965,000.00	\$ 30,000.00	\$ 19,678.13	\$ -
11/01/31	\$ 935,000.00	\$ -	\$ 19,078.13	\$ 68,756.25
05/01/32	\$ 935,000.00	\$ 30,000.00	\$ 19,078.13	\$ -
11/01/32	\$ 905,000.00	\$ -	\$ 18,478.13	\$ 67,556.25
05/01/33	\$ 905,000.00	\$ 30,000.00	\$ 18,478.13	\$ -
11/01/33	\$ 875,000.00	\$ -	\$ 17,878.13	\$ 66,356.25
05/01/34	\$ 875,000.00	\$ 35,000.00	\$ 17,878.13	\$ -
11/01/34	\$ 840,000.00	\$ -	\$ 17,178.13	\$ 70,056.25
05/01/35	\$ 840,000.00	\$ 35,000.00	\$ 17,178.13	\$ -
11/01/35	\$ 805,000.00	\$ -	\$ 16,478.13	\$ 68,656.25
05/01/36	\$ 805,000.00	\$ 35,000.00	\$ 16,478.13	\$ -
11/01/36	\$ 770,000.00	\$ -	\$ 15,778.13	\$ 67,256.25
05/01/37	\$ 770,000.00	\$ 40,000.00	\$ 15,778.13	\$ -
11/01/37	\$ 730,000.00	\$ -	\$ 14,978.13	\$ 70,756.25
05/01/38	\$ 730,000.00	\$ 40,000.00	\$ 14,978.13	\$ -
11/01/38	\$ 690,000.00	\$ -	\$ 14,178.13	\$ 69,156.25
05/01/39	\$ 690,000.00	\$ 40,000.00	\$ 14,178.13	\$ -
11/01/39	\$ 650,000.00	\$ -	\$ 13,378.13	\$ 67,556.25
05/01/40	\$ 650,000.00	\$ 45,000.00	\$ 13,378.13	\$ -
11/01/40	\$ 605,000.00	\$ -	\$ 12,478.13	\$ 70,856.25
05/01/41	\$ 605,000.00	\$ 45,000.00	\$ 12,478.13	\$ -
11/01/41	\$ 560,000.00	\$ -	\$ 11,550.00	\$ 69,028.13
05/01/42	\$ 560,000.00	\$ 45,000.00	\$ 11,550.00	\$ -
11/01/42	\$ 515,000.00	\$ -	\$ 10,621.88	\$ 67,171.88
05/01/43	\$ 515,000.00	\$ 50,000.00	\$ 10,621.88	\$ -
11/01/43	\$ 465,000.00	\$ -	\$ 9,590.63	\$ 70,212.50
05/01/44	\$ 465,000.00	\$ 50,000.00	\$ 9,590.63	\$ -
11/01/44	\$ 415,000.00	\$ -	\$ 8,559.38	\$ 68,150.00
05/01/45	\$ 415,000.00	\$ 55,000.00	\$ 8,559.38	\$ -
11/01/45	\$ 360,000.00	\$ -	\$ 7,425.00	\$ 70,984.38
05/01/46	\$ 360,000.00	\$ 55,000.00	\$ 7,425.00	\$ -
11/01/46	\$ 305,000.00	\$ -	\$ 6,290.63	\$ 68,715.63
05/01/47	\$ 305,000.00	\$ 55,000.00	\$ 6,290.63	\$ -
11/01/47	\$ 250,000.00	\$ -	\$ 5,156.25	\$ 66,446.88
05/01/48	\$ 250,000.00	\$ 60,000.00	\$ 5,156.25	\$ -
11/01/48	\$ 190,000.00	\$ -	\$ 3,918.75	\$ 69,075.00
05/01/49	\$ 190,000.00	\$ 60,000.00	\$ 3,918.75	\$ -
11/01/49	\$ 130,000.00	\$ -	\$ 2,681.25	\$ 66,600.00
05/01/50	\$ 130,000.00	\$ 65,000.00	\$ 2,681.25	\$ -
11/1/50	\$ 65,000.00	\$ -	\$ 1,340.63	\$ 69,021.88
5/1/51	\$ 65,000.00	\$ 65,000.00	\$ 1,340.63	\$ 66,340.63
	\$ 1,145,000.00	\$ 799,281.25	\$ 1,987,959.38	

# Cypress Park Estates

## Community Development District

### Proposed Budget Debt Service Fund Series 2022

Description	Adopted Budget FY2025	Actuals Thru 3/31/25	Projected Next 6 Months	Projected Thru 9/30/25	Proposed Budget FY2026
<b>Revenues</b>					
Special Assessments	\$ 434,150	\$ 408,940	\$ 25,210	\$ 434,150	\$ 434,150
Interest Income	\$ 13,000	\$ 9,018	\$ 2,255	\$ 11,273	\$ 5,636
Carry Forward Surplus	\$ -	\$ 226,365	\$ -	\$ 226,365	\$ 239,225
<b>Total Revenues</b>	<b>\$ 447,150</b>	<b>\$ 644,323</b>	<b>\$ 27,465</b>	<b>\$ 671,788</b>	<b>\$ 679,011</b>
<b>Expenditures</b>					
<b>Series 2022</b>					
Interest - 11/1	\$ 161,281	\$ 161,281	\$ -	\$ 161,281	\$ 158,875
Principal - 5/1	\$ 110,000	\$ -	\$ 110,000	\$ 110,000	\$ 115,000
Interest - 5/1	\$ 161,281	\$ -	\$ 161,281	\$ 161,281	\$ 158,875
<b>Total Expenditures</b>	<b>\$ 432,563</b>	<b>\$ 161,281</b>	<b>\$ 271,281</b>	<b>\$ 432,563</b>	<b>\$ 432,750</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 14,588</b>	<b>\$ 483,042</b>	<b>\$ (243,817)</b>	<b>\$ 239,225</b>	<b>\$ 246,261</b>

\*Carry forward less amount in Reserve funds.

<b>Series 2022</b>	
Interest - 11/1/26	<b>\$156,359</b>
<b>Total</b>	<b>\$156,359</b>

Product	Assessable Units	Maximum Annual Debt Service	Net Assessment Per Unit	Gross Assessment Per Unit
Single Family - Phase 2	178	\$169,100	\$950	\$1,022
Single family - Phase 3	171	\$265,050	\$1,550	\$1,667
	349	\$434,150		

**Cypress Park Estates**  
**Community Development District**  
**Series 2022 Special Assessment Bonds**  
**Amortization Schedule**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/25	\$ 6,100,000.00	\$ -	\$ 158,875.00	\$ 430,156.25
05/01/26	\$ 6,100,000.00	\$ 115,000.00	\$ 158,875.00	\$ -
11/01/26	\$ 6,100,000.00	\$ -	\$ 156,359.38	\$ 430,234.38
05/01/27	\$ 6,100,000.00	\$ 120,000.00	\$ 156,359.38	\$ -
11/01/27	\$ 6,100,000.00	\$ -	\$ 153,734.38	\$ 430,093.75
05/01/28	\$ 6,100,000.00	\$ 125,000.00	\$ 153,734.38	\$ -
11/01/28	\$ 5,975,000.00	\$ -	\$ 150,765.63	\$ 429,500.00
05/01/29	\$ 5,975,000.00	\$ 135,000.00	\$ 150,765.63	\$ -
11/01/29	\$ 5,840,000.00	\$ -	\$ 147,559.38	\$ 433,325.00
05/01/30	\$ 5,840,000.00	\$ 140,000.00	\$ 147,559.38	\$ -
11/01/30	\$ 5,555,000.00	\$ -	\$ 144,234.38	\$ 431,793.75
05/01/31	\$ 5,400,000.00	\$ 145,000.00	\$ 144,234.38	\$ -
11/01/31	\$ 5,400,000.00	\$ -	\$ 140,790.63	\$ 430,025.00
05/01/32	\$ 5,400,000.00	\$ 155,000.00	\$ 140,790.63	\$ -
11/01/32	\$ 5,400,000.00	\$ -	\$ 137,109.38	\$ 432,900.00
05/01/33	\$ 5,400,000.00	\$ 160,000.00	\$ 137,109.38	\$ -
11/01/33	\$ 5,240,000.00	\$ -	\$ 133,109.38	\$ 430,218.75
05/01/34	\$ 5,240,000.00	\$ 170,000.00	\$ 133,109.38	\$ -
11/01/34	\$ 5,070,000.00	\$ -	\$ 128,859.38	\$ 431,968.75
05/01/35	\$ 5,070,000.00	\$ 180,000.00	\$ 128,859.38	\$ -
11/01/35	\$ 4,890,000.00	\$ -	\$ 124,359.38	\$ 433,218.75
05/01/36	\$ 4,890,000.00	\$ 185,000.00	\$ 124,359.38	\$ -
11/01/36	\$ 4,705,000.00	\$ -	\$ 119,734.38	\$ 429,093.75
05/01/37	\$ 4,705,000.00	\$ 195,000.00	\$ 119,734.38	\$ -
11/01/37	\$ 4,510,000.00	\$ -	\$ 114,859.38	\$ 429,593.75
05/01/38	\$ 4,510,000.00	\$ 205,000.00	\$ 114,859.38	\$ -
11/01/38	\$ 4,305,000.00	\$ -	\$ 109,734.38	\$ 429,593.75
05/01/39	\$ 4,305,000.00	\$ 215,000.00	\$ 109,734.38	\$ -
11/01/39	\$ 4,090,000.00	\$ -	\$ 104,359.38	\$ 429,093.75
05/01/40	\$ 4,090,000.00	\$ 225,000.00	\$ 104,359.38	\$ -
11/01/40	\$ 3,375,000.00	\$ -	\$ 98,734.38	\$ 428,093.75
05/01/41	\$ 3,375,000.00	\$ 240,000.00	\$ 98,734.38	\$ -
11/01/41	\$ 3,375,000.00	\$ -	\$ 92,734.38	\$ 431,468.75
05/01/42	\$ 3,375,000.00	\$ 250,000.00	\$ 92,734.38	\$ -
11/01/42	\$ 3,375,000.00	\$ -	\$ 86,484.38	\$ 429,218.75
05/01/43	\$ 3,375,000.00	\$ 265,000.00	\$ 86,484.38	\$ -
11/01/43	\$ 3,110,000.00	\$ -	\$ 79,693.75	\$ 431,178.13
05/01/44	\$ 3,110,000.00	\$ 280,000.00	\$ 79,693.75	\$ -
11/01/44	\$ 2,830,000.00	\$ -	\$ 72,518.75	\$ 432,212.50
05/01/45	\$ 2,830,000.00	\$ 295,000.00	\$ 72,518.75	\$ -
11/01/45	\$ 2,535,000.00	\$ -	\$ 64,959.38	\$ 432,478.13
05/01/46	\$ 2,535,000.00	\$ 310,000.00	\$ 64,959.38	\$ -
11/01/46	\$ 2,225,000.00	\$ -	\$ 57,015.63	\$ 431,975.00
05/01/47	\$ 2,225,000.00	\$ 325,000.00	\$ 57,015.63	\$ -
11/01/47	\$ 1,900,000.00	\$ -	\$ 48,687.50	\$ 430,703.13
05/01/48	\$ 1,900,000.00	\$ 340,000.00	\$ 48,687.50	\$ -
11/01/48	\$ 1,560,000.00	\$ -	\$ 39,975.00	\$ 428,662.50
05/01/49	\$ 1,560,000.00	\$ 360,000.00	\$ 39,975.00	\$ -
11/01/49	\$ 1,200,000.00	\$ -	\$ 30,750.00	\$ 430,725.00
05/01/50	\$ 1,200,000.00	\$ 380,000.00	\$ 30,750.00	\$ -
11/1/50	\$ 820,000.00	\$ -	\$ 21,012.50	\$ 431,762.50
5/1/51	\$ 820,000.00	\$ 400,000.00	\$ 21,012.50	\$ -
11/1/51	\$ 420,000.00	\$ -	\$ 10,762.50	\$ 431,775.00
5/1/52	\$ 420,000.00	\$ 420,000.00	\$ 10,762.50	\$ 430,762.50
		\$ 6,550,000.00	\$ 5,941,684.50	\$ 12,491,684.50

# SECTION A

## **RESOLUTION 2025-10**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE ACTION OF THE DISTRICT MANAGER IN RE-SETTING THE LOCATION OF THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2025/2026; AMENDING RESOLUTION 2025-09 TO SET THE PUBLIC HEARING THEREON; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Cypress Park Estates Community Development District (“District”) is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements; and

**WHEREAS**, on May 12, 2025, at a duly noticed public meeting, the District’s Board of Supervisors (“Board”) adopted Resolution 2025-09 approving the proposed budget for Fiscal Year 2025/2026 and setting a public hearing for August 7, 2025, at 6:00 p.m. at the Lake Eva Event Center, 799 Johns Avenue, Haines City, Florida 33844; and

**WHEREAS**, due to the unavailability of the venue on the date and time set forth in Resolution 2025-09, the District Manager re-set the location of the public hearing to be held at the Balmoral Event Center, 116 Kenny Boulevard, Haines City, Florida 33844, at the same date and time as provided in Resolution 2025-09, and caused notice thereof to be provided pursuant to Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** Resolution 2025-09 is hereby amended to reflect the changed location of the public hearing as declared in this Resolution.

**SECTION 2.** The actions of the District Manager in re-scheduling and noticing the public hearing are hereby ratified and approved.

**SECTION 3.** Except as otherwise provided herein, all of the provisions of Resolution 2025-09 continue in full force and effect.

**SECTION 4.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 5.** This Resolution shall take effect upon its passage and adoption by the Board.

**PASSED AND ADOPTED** this 24th day of June 2025.

ATTEST:

**CYPRESS PARK ESTATES  
COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman, Board of Supervisors



## SECTION IX

**CYPRESS PARK ESTATES  
COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2024**

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Cypress Park Estates Community Development District  
City of Haines City, Florida

### Report on the Audit of the Financial Statements

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and each major fund of Cypress Park Estates Community Development District, City of Haines City, Florida ("District") as of and for the fiscal year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2024, and the respective changes in financial position thereof for the fiscal year ended September 30, 2024 then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information Included in the Financial Report***

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c) but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 9, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

June 9, 2025

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Cypress Park Estates Community Development District, City of Haines City, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2024. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$7,514,575.
- The change in the District's total net position in comparison with the prior fiscal year was \$451,966, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2024, the District's governmental funds reported combined ending fund balance of \$1,122,698, a decrease of (\$1,482,329) in comparison with the prior fiscal year. The fund balance is non-spendable for prepaid items, restricted for debt service and capital projects, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance functions.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund, and capital projects fund, all of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION			
SEPTEMBER 30,			
	2024	2023	
Current and other assets	\$ 1,130,736	\$ 3,149,765	
Capital assets, net of depreciation	21,569,920	21,163,860	
Total assets	22,700,656	24,313,625	
Current liabilities	278,434	843,944	
Long-term liabilities	14,907,647	16,407,072	
Total liabilities	15,186,081	17,251,016	
Net position			
Net investment in capital assets	6,669,801	4,756,788	
Restricted	659,400	1,994,637	
Unrestricted	185,374	311,184	
Total net position	\$ 7,514,575	\$ 7,062,609	



## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,			
	2024	2023	
Revenues:			
Program revenues			
Charges for services	\$ 1,564,682	\$ 2,494,048	
Operating grants and contributions	56,191	43,007	
Capital grants and contributions	2,840	3,520,866	
General revenues			
Miscellaneous income	60	60	
Total revenues	1,623,773	6,057,981	
Expenses:			
General government	106,053	91,562	
Maintenance and operations	393,576	232,737	
Bond issue costs	-	5,900	
Interest	672,178	727,431	
Total expenses	1,171,807	1,057,630	
Change in net position	451,966	5,000,351	
Net position - beginning	7,062,609	2,062,258	
Net position - ending	\$ 7,514,575	\$ 7,062,609	

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2024 was \$1,171,807. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue and miscellaneous income. The majority of the decrease in program revenues is due to the receipt of Developer revenues in the prior fiscal year that was used to improve the District's infrastructure during the prior fiscal year. The increase in current fiscal year expenses is primarily the result of an increase in maintenance costs resulting from the completion of a significant portion of the District's infrastructure in the prior fiscal year.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2024.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2024, the District had \$21,625,945 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$56,025 has been taken, which resulted in a net book value of \$21,569,920. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2024, the District had \$14,880,000 Bonds outstanding for its governmental activities. In addition, the District has \$98,968 in outstanding notes payable related to financed purchase agreements. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

For the subsequent fiscal year, the District anticipates that the cost of general operations will increase as the District is built out.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Cypress Park Estates Community Development District's Finance Department at 219 E. Livingston Street, Orlando, Florida, 32801.

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2024**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 166,342
Assessments receivable	3,429
Prepaid items	32,858
Restricted assets:	
Investments	928,107
Capital assets:	
Nondepreciable	21,475,886
Depreciable, net	94,034
Total assets	<u>22,700,656</u>
<b>LIABILITIES</b>	
Accounts payable	8,038
Accrued interest payable	270,396
Non-current liabilities:	
Due within one year	295,000
Due in more than one year	14,612,647
Total liabilities	<u>15,186,081</u>
<b>NET POSITION</b>	
Net investment in capital assets	6,669,801
Restricted for debt service	659,400
Unrestricted	185,374
Total net position	<u>\$ 7,514,575</u>

See notes to the financial statements

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

Functions/Programs	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Position
					Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 106,053	\$ 106,053	\$ -	\$ -	\$ -
Maintenance and operations	393,576	498,952	-	2,840	108,216
Interest on long-term debt	672,178	959,677	56,191	-	343,690
Total governmental activities	1,171,807	1,564,682	56,191	2,840	451,906
		General revenues:			
		Miscellaneous income			60
		Total general revenues			60
		Change in net position			451,966
		Net position - beginning			7,062,609
		Net position - ending			<u>\$ 7,514,575</u>

See notes to the financial statements

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2024**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 159,228	\$ -	\$ 7,114	\$ 166,342
Investments	-	927,693	414	928,107
Assessments receivable	1,326	2,103	-	3,429
Prepaid items	32,858	-	-	32,858
Total assets	<u>\$ 193,412</u>	<u>\$ 929,796</u>	<u>\$ 7,528</u>	<u>\$ 1,130,736</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 8,038	\$ -	\$ -	\$ 8,038
Total liabilities	<u>8,038</u>	<u>-</u>	<u>-</u>	<u>8,038</u>
Fund balances:				
Nonspendable:				
Prepaid items	32,858	-	-	32,858
Restricted for:				
Debt service	-	929,796	-	929,796
Capital projects	-	-	7,528	7,528.00
Unassigned	152,516	-	-	152,516
Total fund balances	<u>185,374</u>	<u>929,796</u>	<u>7,528</u>	<u>1,122,698</u>
 Total liabilities and fund balances	 <u>\$ 193,412</u>	 <u>\$ 929,796</u>	 <u>\$ 7,528</u>	 <u>\$ 1,130,736</u>

See notes to the financial statement

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2024**

Fund balance - governmental funds \$ 1,122,698

Amounts reported for governmental activities in the statement of  
net position are different because:

Capital assets used in governmental activities are not financial  
resources and, therefore, are not reported as assets in the  
governmental funds. The statement of net position includes  
those capital assets, net of any accumulated depreciation, in  
the net position of the government as a whole.

Cost of capital assets	21,625,945	
Accumulated depreciation	(56,025)	21,569,920

Liabilities not due and payable from current available  
resources are not reported as liabilities in the governmental  
fund statements. All liabilities, both current and long-term, are  
reported in the government-wide financial statements.

Accrued interest payable	(270,396)	
Bonds payable	(14,808,679)	
Note payable	(98,968)	(15,178,043)
Net position of governmental activities		\$ 7,514,575

See notes to the financial statement

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
<b>REVENUES</b>				
Assessments	\$ 605,005	\$ 959,677	\$ -	\$ 1,564,682
Developer contributions	-	-	419	419
Miscellaneous Income	60	-	-	60
Interest Income	-	56,191	2,421	58,612
Total revenues	605,065	1,015,868	2,840	1,623,773
<b>EXPENDITURES</b>				
Current:				
General government	105,687	-	366	106,053
Maintenance and operations	372,139	-	-	372,139
Debt service:				
Principal	27,067	1,475,000	-	1,502,067
Interest	10,094	688,252	-	698,346
Capital outlay	-	-	427,497	427,497
Total expenditures	514,987	2,163,252	427,863	3,106,102
Excess (deficiency) of revenues over (under) expenditures	90,078	(1,147,384)	(425,023)	(1,482,329)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in (out)	-	(216,663)	216,663	-
Total other financing sources (uses)	-	(216,663)	216,663	-
Net change in fund balances	90,078	(1,364,047)	(208,360)	(1,482,329)
Fund balances - beginning	95,296	2,293,843	215,888	2,605,027
Fund balances - ending	\$ 185,374	\$ 929,796	\$ 7,528	\$ 1,122,698

See notes to the financial statements



**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

Net change in fund balances - total governmental funds	\$ (1,482,329)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; however, the cost of those assets is eliminated in the statement of activities and capitalized in the statement of net position.	427,497
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.	(21,437)
Repayment of long-term liabilities are reported as expenditures in the governmental fund statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	1,502,067
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(2,642)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the governmental fund financial statements.	<u>28,810</u>
Change in net position of governmental activities	<u><u>\$ 451,966</u></u>

See notes to the financial statements

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - NATURE OF ORGANIZATION AND REPORTING ENTITY**

Cypress Park Estates Community Development District (the "District") was established by the City Council of City of Haines City's approval of Ordinance No. 19-1664 effective on December 5, 2019 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected on an at large basis by the owners of the property within the District. The Board exercises all powers granted to the District pursuant to Chapter 190, Florida Statutes. As of September 30, 2024, four of the Board members were affiliated with KRPC East Johnson LLC ("Developer").

The Board has the responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include: 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the uniform method of collection under Florida Statutes. Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Debt Service Fund**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

### **Capital Projects Fund**

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity**

#### **Restricted Assets**

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### **Deposits and Investments**

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### **Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### **Capital Assets**

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

The playground equipment is being depreciated over 7 years.

#### **Unearned Revenue**

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Long-Term Obligations**

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### **Fund Equity/Net Position**

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position (Continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **NOTE 3 - BUDGETARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriations for annually budgeted funds lapse at the end of the year.

## **NOTE 4 – DEPOSITS AND INVESTMENTS**

### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments

The District's investments were held as follows at September 30, 2024:

	Amortized Cost	Credit Risk	Maturities
First American Government Obligation Fd Cl D	\$ 442,479	S&P AAAM	Weighted average of the fund portfolio: 31 days
First American Treasury Obligation Fd Cl Y	485,628	S&P AAAM	Weighted average of the fund portfolio: 31 days
	<u>\$ 928,107</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2024 were as follows:

Fund	Transfer in	Transfer out
Debt service	\$ -	\$ 216,663
Capital projects	216,663	-
Total	<u>\$ 216,663</u>	<u>\$ 216,663</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, transfers from the debt service fund to the capital projects fund were made in accordance with the Bond Indentures.



## NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2024 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Infrastructure under construction	\$ 21,048,389	\$ 427,497	\$ -	\$ 21,475,886
Total capital assets, not being depreciated	21,048,389	427,497	-	21,475,886
Capital assets, being depreciated				
Playground equipment - financed purchase	150,059	-	-	150,059
Total capital assets, being depreciated	150,059	-	-	150,059
Less accumulated depreciation for:				
Playground equipment - financed purchase	34,588	21,437	-	56,025
Total accumulated depreciation	34,588	21,437	-	56,025
Total capital assets being depreciated	115,471	(21,437)	-	94,034
Governmental activities capital assets, net	\$ 21,163,860	\$ 406,060	\$ -	\$ 21,569,920

The infrastructure intended to serve the District has been estimated at a total cost of approximately \$22,500,000. The infrastructure will include public roadway improvements, stormwater management facilities, master sanitary sewer lift station and utilities, entry feature, landscaping and signage, and parks and recreational facilities. A portion of the project costs was expected to be financed with the proceeds from the issuance of Bonds with the remainder to be funded by the Developer and conveyed to the District. Upon completion, certain improvements are to be conveyed to others for ownership and maintenance responsibilities.

Depreciation expense was charged to the maintenance and operations function.

## NOTE 7 – LONG-TERM LIABILITIES

### Series 2020

On November 12, 2020, the District issued \$8,955,000 of Special Assessment Bonds, Series 2020 Assessment Area 1 consisting of \$7,770,000 Term Bonds due on May 1, 2051 and Series 2020 Assessment Area 2 consisting of \$1,185,000 due on May 1, 2051 with fixed interest rates ranging from 2.625% to 4.125%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2022 through May 1, 2051.

The Series 2020 Bonds are subject to redemption prior to maturity as outlined in the Bond Indenture.. The Bonds are also subject to mandatory sinking fund redemption prior to their selected maturity in the manner outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2024.

## NOTE 7 – LONG-TERM LIABILITIES (Continued)

### Series 2022

On June 1, 2022, the District issued \$7,865,000 of Special Assessment Bonds, Series 2022 consisting of \$655,000 Term Bond due May 1, 2027, \$820,000 Term Bond due May 1, 2032, \$2,405,000 Term Bond due May 1, 2042 and \$3,985,000 Term Bond due May 1, 2052 with fixed interest rates ranging from 4.375% to 5.125%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2023 through May 1, 2052.

The Series 2022 Bonds are subject to redemption prior to maturity as outlined in the Bond Indenture. The Bonds are also subject to mandatory sinking fund redemption prior to their selected maturity in the manner outlined in the Bond Indenture. This occurred during the current fiscal year as the District prepaid \$1,195,000 of the Bonds.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2024.

### Financed Purchase Agreement

In May 2022 the District entered into an agreement for the acquisition of playground equipment. The total acquisition cost of the property was \$49,910, which was recognized as a financed purchase note payable during the current fiscal year. The term of the agreement is from May 30, 2022 to April 30, 2027 and is payable in monthly installments ranging from \$662 to \$1,046.

In August 2022 the District entered into an agreement for the acquisition of playground equipment. The total acquisition cost of the property was \$42,150, which was recognized as a financed purchase note payable during the current fiscal year. The term of the agreement is from August 12, 2022 to July 12, 2027 and is payable in monthly installments ranging from \$524 to \$835.

In July 2023 the District entered into an agreement for the acquisition of playground equipment. The total acquisition cost of the property was \$57,999, which was recognized as a financed purchase note payable during the current fiscal year. The term of the agreement is from July 1, 2023 to June 1, 2028 and is payable in monthly installments of approximately \$1,182.

### Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2024 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds Payable:					
Series 2020	\$ 8,610,000	\$ -	\$ 175,000	\$ 8,435,000	\$ 185,000
Less: Original issue discount	(73,963)	-	(2,642)	(71,321)	-
Series 2022	7,745,000	-	1,300,000	6,445,000	110,000
Note payable - financed purchase	126,035	-	27,067	98,968	-
Total	<u>\$ 16,407,072</u>	<u>\$ -</u>	<u>\$ 1,499,425</u>	<u>\$ 14,907,647</u>	<u>\$ 295,000</u>

## NOTE 7 – LONG-TERM LIABILITIES (Continued)

### Long-term Debt Activity (Continued)

At September 30, 2024, the future payments on the note payable were as follows:

	Fiscal year	Amount
	2025	\$ 37,170
	2026	37,162
	2027	29,447
	2028	9,949
Total payments		113,728
Less: amounts representing interest		(14,760)
Note payable - financed purchase		<u>\$ 98,968</u>

At September 30, 2024, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2025	\$ 295,000	\$ 648,950	\$ 943,950
2026	305,000	638,938	943,938
2027	315,000	627,542	942,542
2028	325,000	615,768	940,768
2029	350,000	603,144	953,144
2030-2034	1,945,000	2,794,208	4,739,208
2035-2039	2,405,000	2,337,382	4,742,382
2040-2044	3,005,000	1,762,696	4,767,696
2045-2049	3,760,000	1,025,412	4,785,412
2050-2052	2,175,000	184,094	2,359,094
Total	<u>\$ 14,880,000</u>	<u>\$ 11,238,134</u>	<u>\$ 26,118,134</u>

## NOTE 8 – DEVELOPER TRANSACTIONS

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

## NOTE 9 – CONCENTRATION

The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

## NOTE 10 - MANAGEMENT COMPANY

The District has contracted with a management company to perform services which include financial and accounting advisory services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

## NOTE 11 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims since inception of the District.

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

	Budgeted Amounts Original & Final	Actual Amounts	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>			
Assessments	\$ 597,550	\$ 605,005	\$ 7,455
Miscellaneous	-	60	60
Total revenues	<u>597,550</u>	<u>605,065</u>	<u>7,515</u>
<b>EXPENDITURES</b>			
Current:			
General government	135,105	105,687	29,418
Maintenance and operations	428,875	372,139	56,736
Debt service:			
Principal	-	27,067	(27,067)
Interest	-	10,094	(10,094)
Total expenditures	<u>563,980</u>	<u>514,987</u>	<u>48,993</u>
Excess (deficiency) of revenues over (under) expenditures	33,570	90,078	56,508
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers out	(33,570)	-	33,570
Total other financing sources (uses)	<u>(33,570)</u>	<u>-</u>	<u>33,570</u>
Net change in fund balances	<u>\$ -</u>	90,078	<u>\$ 90,078</u>
Fund balance - beginning		<u>95,296</u>	
Fund balance - ending		<u>\$ 185,374</u>	

See notes to required supplementary information

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2024.

**CYPRESS PARK ESTATES COMMUNITY DEVELOPMENT DISTRICT  
CITY OF HAINES CITY, FLORIDA  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FLORIDA STATUTE 218.39(3)(C)  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024  
UNAUDITED**

<u>Element</u>	<u>Comments</u>
Number of District employees compensated in the last pay period of the District's fiscal year being reported.	0
Number of independent contractors compensated to whom nonemployee compensation was paid in the last month of the District's fiscal year being reported.	10
Employee compensation	0
Independent contractor compensation	\$ 514,504
Construction projects to begin on or after October 1; (>\$65K)	Not applicable
Budget variance report	See the Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Ad Valorem taxes;	Not applicable
Non ad valorem special assessments;	
Special assessment rate	Operations and maintenance - \$914 Debt service - \$430 - \$1,987
Special assessments collected	\$ 1,564,682
Outstanding Bonds:	
Series 2020-A1&A-2, due May 1, 2051	\$ 8,435,000.00
Series 2022, due May 1, 2052	\$ 6,445,000.00



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Cypress Park Estates Community Development District  
City of Haines City, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Cypress Park Estates Community Development District, City of Haines City, Florida ("District") as of and for the fiscal year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 9, 2025.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 9, 2025



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

1001 W. Yamato Road • Suite 301  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Cypress Park Estates Community Development District  
City of Haines City, Florida

We have examined Cypress Park Estates Community Development District, City of Haines City, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2024. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2024.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Supervisors of Cypress Park Estates Community Development District, City of Haines City, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 9, 2025



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## **MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Cypress Park Estates Community Development District  
City of Haines City, Florida

### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of Cypress Park Estates Community Development District, City of Haines City, Florida ("District") as of and for the fiscal year ended September 30, 2024, and have issued our report thereon dated June 9, 2025.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 9, 2025, should be considered in conjunction with this management letter.

### **Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Cypress Park Estates Community Development District, City of Haines City, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Cypress Park Estates Community Development District, City of Haines City, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 9, 2025

## **REPORT TO MANAGEMENT**

### **I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS**

None

### **II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS**

None

### **III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for fiscal year ended September 30, 2023.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2024.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2024.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2024. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 24.

# SECTION X

# SECTION C

*Item will be  
provided under  
separate cover.*



# SECTION 1



200 S. F. Street  
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: June 6, 2025

**SUBMITTED TO:**

GMS Services  
219 East Livingston St  
Orlando, FL 32801  
Marshall Tindell  
Phone: 407-346-2453  
Email: [Mtindell@gmscfl.com](mailto:Mtindell@gmscfl.com)

**Job Name / Location:**

Cypress Park  
Haines City, FL 33838

*Selective area of Phase 3 - tract Z along berm*

**Proposal is to add sod on the down side of the hill**

	Qty	Unit	Unit Cost	TOTAL
Sod (Bahia)	9	PI	\$400.00	\$3,600.00
			<b>Total</b>	<b>\$3,600.00</b>

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc. required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: Scott Merrell

Date Submitted: June 6, 2025

Accepted by: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

# SECTION D

# SECTION 1

# Cypress Park Estate Community Development District

## Summary of Check Register

April 15, 2025 to June 13, 2025

Fund	Date	Check No.'s	Amount
General Fund			
	4/17/25	536-541	\$ 9,732.45
	4/23/25	542-545	\$ 15,880.00
	4/28/25	546	\$ 7,414.21
	5/14/25	547-551	\$ 11,750.00
	5/23/25	552-556	\$ 11,408.30
	5/27/25	557	\$ 36,890.67
	6/4/25	558-561	\$ 6,187.13
			<u>\$ 99,262.76</u>
Capital Reserve Fund			
	5/5/25	3	\$ 20,025.26
	6/2/25	4	\$ 15,667.32
			<u>\$ 35,692.58</u>
	<u>Supervisor April 2025</u>		
	McKenzie D. Terrill	50002	\$ 184.70
			<u>\$ 184.70</u>
<b>Total Amount</b>			<b>\$ 135,140.04</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/17/25	00028	3/26/25 14640	202503 330-57200-48200		*	1,030.00	
		MONTLHY	CLEAN SVC- MAR25				
				CSS CLEAN STAR SERVICES CENTRAL FL			1,030.00 000536
4/17/25	00003	4/01/25 187	202504 310-51300-34000		*	3,750.00	
			MANAGEMENT FEES- APR25				
		4/01/25 187	202504 310-51300-35200		*	105.00	
			WEBSITE ADMIN- APR25				
		4/01/25 187	202504 310-51300-35100		*	157.50	
			INFO TECH- APR25				
		4/01/25 187	202504 310-51300-31300		*	612.50	
			DISSEM. AGENT SVC- APR25				
		4/01/25 187	202504 330-57200-48300		*	1,041.67	
			AMENITY ACCESS- APR25				
		4/01/25 187	202504 310-51300-51000		*	.60	
			OFFICE SUPPLIES- APR25				
		4/01/25 187	202504 310-51300-42000		*	95.45	
			POSTAGE- APR25				
		4/01/25 188	202504 320-53800-34000		*	1,666.67	
			FIELD MANAGEMENT- APR25				
				GOVERNMENTAL MANAGEMENT SERVICES-CF			7,429.39 000537
4/17/25	00029	4/12/25 GLC24812	202504 330-57200-48400		*	858.00	
			PLAY EQUIPTMENT- APR25				
				GOVERNMENT LEASING, LLC			858.00 000538
4/17/25	00015	4/13/25 11874	202503 310-51300-31500		*	330.00	
			GENERAL COUNSEL- MAR25				
				KILINSKI VAN WYK PLLC			330.00 000539
4/17/25	00024	3/26/25 16965	202503 320-53800-47300		*	85.06	
			RPLC SPRAY & NOZZLES				
				PRINCE & SONS INC.			85.06 000540
4/17/25	00048	4/15/25 04152025	202504 300-21700-10000		*	61.20	
			IRS TAX PAYMENT 04.16.25				
				UNITED STATES TREASURY			61.20 000541
6/02/25	00048	4/15/25 04152025	202504 300-21700-10000		V	61.20-	
			IRS TAX PAYMENT 04.16.25				
				UNITED STATES TREASURY			61.20-000541
4/23/25	00050	4/10/25 HCPD-202	202503 330-57200-34500		*	24.00	
			SECURITY SVCS- MAR25				
				CITY OF HAINES CITY			24.00 000542
				CPE CYP PARK EST CWRIGHT			

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER					RUN 6/18/25		PAGE 2		
*** CHECK DATES 04/15/2025 - 06/13/2025 ***		CYPRESS PARK ESTATES - GENERAL									
		BANK A GENERAL FUND									
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #				
4/23/25	00049	4/10/25 HCPD-202	202503 330-57200-34500		*	300.00					
		SECURITY SVCS-	MAR25	MONICA LOZANO TORRES			300.00	000543			
4/23/25	00024	4/01/25 17067	202504 320-53800-46200		*	9,631.00					
		LANDSCAPE MAINT-	APR25	PRINCE & SONS INC.			9,631.00	000544			
4/23/25	00026	2/01/25 26363	202502 330-57200-48500		*	1,750.00					
		POOL MAINTENANCE-	FEB25								
		2/01/25 26363	202502 320-53800-47500		*	225.00					
		FOUNTAIN MAINT-	FEB25								
		3/01/25 26693	202503 330-57200-48500		*	1,750.00					
		POOL MAINTENANCE-	MAR25								
		3/01/25 26693	202503 320-53800-47500		*	225.00					
		FOUNTAIN MAINT-	MAR25								
		4/01/25 27010	202504 330-57200-48500		*	1,750.00					
		POOL MAINTENANCE-	APR25								
		4/01/25 27010	202504 320-53800-47500		*	225.00					
		FOUNTAIN MAINT-	APR25	RESORT POOL SERVICES			5,925.00	000545			
4/28/25	00009	4/28/25 04282025	202504 300-20700-10200		*	3,461.30					
		DEBT ASSESS TSFR S20	AA1								
		4/28/25 04282025	202504 300-20700-10200		*	556.93					
		DEBT ASSESS TSFR S20	AA2								
		4/28/25 04282025	202504 300-20700-10200		*	3,395.98					
		DEBT ASSESS TSFR S22		CYPRESS PARK ESTATES CDD/US BANK			7,414.21	000546			
5/14/25	00028	4/28/25 14861	202504 330-57200-48200		*	1,015.00					
		MONTHLY CLEAN SVC-	APR25	CSS CLEAN STAR SERVICES CENTRAL FL			1,015.00	000547			
5/14/25	00007	5/06/25 4814-APR	202504 310-51300-31100		*	232.75					
		ENGINEERING FEES-	APR25								
		5/06/25 4814-FEB	202502 310-51300-31100		*	131.25					
		ENGINEERING FEES-	FEB25	GADD & ASSOCIATES			364.00	000548			
5/14/25	00003	2/28/25 186	202502 330-57200-48000		*	700.00					
		GENERAL MAINT-	FEB25	GOVERNMENTAL MANAGEMENT SERVICES-CF			700.00	000549			
5/14/25	00031	4/15/25 64850646	202504 330-57200-48100		*	40.00					
		PEST CONTROL-	APR25	MASSEY SERVICES INC.			40.00	000550			
				CPE CYP PARK EST	CWRIGHT						

AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	6/18/25	PAGE	3
*** CHECK DATES 04/15/2025 - 06/13/2025 ***														
CYPRESS PARK ESTATES - GENERAL														
BANK A GENERAL FUND														
CHECK DATE	VEND#	.....INVOICE.....		...EXPENSED TO...			VENDOR NAME		STATUS	AMOUNT	....CHECK.....			
		DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS			AMOUNT		#	
5/14/25	00024	5/01/25	17692	202505	320-53800-	46200			*	9,631.00				
						LANDSCAPE MAINT- MAY25								
						PRINCE & SONS INC.					9,631.00	000551		
-----														
5/23/25	00025	5/14/25	53-BID-7	202505	330-57200-	48500			*	280.00				
						POOL PERMIT 53-60-2298132								
						FLORIDA DEPARTMENT OF HEALTH					280.00	000552		
-----														
5/23/25	00003	5/01/25	191	202505	310-51300-	34000			*	3,750.00				
						MANAGEMENT FEES- MAY25								
		5/01/25	191	202505	310-51300-	35200			*	105.00				
						WEBSITE ADMIN- MAY25								
		5/01/25	191	202505	310-51300-	35100			*	157.50				
						INFO TECH- MAY25								
		5/01/25	191	202505	310-51300-	31300			*	612.50				
						DISSEM. AGNT SVC- MAY25								
		5/01/25	191	202505	330-57200-	48300			*	1,041.67				
						AMENITY ACCESS- MAY25								
		5/01/25	191	202505	310-51300-	51000			*	3.46				
						OFFICE SUPPLIES- MAY25								
		5/01/25	191	202505	310-51300-	42000			*	103.03				
						POSTAGE- MAY25								
		5/01/25	193	202505	320-53800-	34000			*	1,666.67				
						FIELD MANAGEMENT- MAY25								
						GOVERNMENTAL MANAGEMENT SERVICES-CF					7,439.83	000553		
-----														
5/23/25	00029	5/12/25	GLC24812	202505	330-57200-	48400			*	858.00				
						PLAY EQUIPMENT- MAY25								
						GOVERNMENT LEASING, LLC					858.00	000554		
-----														
5/23/25	00015	5/15/25	12127	202504	310-51300-	31500			*	2,641.59				
						GENERAL COUNSEL- APR25								
						KILINSKI VAN WYK PLLC					2,641.59	000555		
-----														
5/23/25	00024	4/30/25	17797	202504	320-53800-	47300			*	97.67				
						RPLC SPRAY AND NOZZLES								
		5/13/25	17913	202505	320-53800-	47300			*	91.21				
						RPLC SPRAY AND NOZZLES								
						PRINCE & SONS INC.					188.88	000556		
-----														
5/27/25	00009	5/27/25	05272025	202505	300-20700-	10200			*	17,222.26				
						DEBT ASSESS TSFR S20 AA1								
		5/27/25	05272025	202505	300-20700-	10200			*	2,771.13				
						DEBT ASSESS TSFR S20 AA2								
		5/27/25	05272025	202505	300-20700-	10200			*	16,897.28				
						DEBT ASSESS TSFR S22								
						CYPRESS PARK ESTATES CDD/US BANK					36,890.67	000557		
-----														
CPE CYP PARK EST CWRIGHT														



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
6/04/25	00038	6/01/25 00071435	202505 310-51300-48000	BOS MEETING 05/12/25	*	1,413.05	
				GANNETT MEDIA CORP DBA			1,413.05 000558
6/04/25	00003	3/31/25 189	202503 330-57200-48000	ADJUST POOL GATE HINGES	*	350.00	
		3/31/25 190	202503 330-57200-48000	RPLC DOG PARK GATE LATCH	*	196.28	
				GOVERNMENTAL MANAGEMENT SERVICES-CF			546.28 000559
6/04/25	00031	5/13/25 65140044	202505 330-57200-48100	PEST CONTROL- MAY25	*	40.00	
				MASSEY SERVICES INC.			40.00 000560
6/04/25	00034	3/31/25 12110097	202503 330-57200-34500	SECURITY SVCS- MAR25	*	4,187.80	
				SECURITAS SECURITY SERVICES USA,INC			4,187.80 000561
TOTAL FOR BANK A						99,262.76	

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
5/05/25	00046	5/05/25 05052025	202505 300-10100-10000	TRANSFER FROM BU TO GF	*	20,025.26	
				CYPRESS PARK ESTATES CDD			20,025.26 000003
6/02/25	00046	6/02/25 06022025	202506 300-10100-10000	TRANSFER FROM BU TO GF	*	15,667.32	
				CYPRESS PARK ESTATES CDD			15,667.32 000004
TOTAL FOR BANK B						35,692.58	
TOTAL FOR REGISTER						134,955.34	

## SECTION 2

***Cypress Park Estates***  
***Community Development District***

***Unaudited Financial Reporting***  
***May 31, 2025***



# Table of Contents

1	<u>Balance Sheet</u>
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5	<u>Debt Service Fund Series 2022</u>
6	<u>Capital Projects Fund Series 2020 A1 &amp; A2</u>
7	<u>Capital Projects Fund Series 2022</u>
8	<u>Capital Reserve Fund</u>
9-10	<u>Month to Month</u>
11	<u>Long Term Debt</u>
12	<u>Assessment Receipt Schedule</u>

**Cypress Park Estates**  
**Community Development District**  
**Combined Balance Sheet**  
**May 31, 2025**

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Projects Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 134,333	\$ -	\$ -	\$ -	\$ 134,333
Money Market Account	\$ 391,224	\$ -	\$ 75,554	\$ -	\$ 466,779
Capital Projects Account	\$ -	\$ -	\$ -	\$ 6,798	\$ 6,798
<b>Investments:</b>					
<b>Series 2020 A1</b>					
Reserve	\$ -	\$ 221,250	\$ -	\$ -	\$ 221,250
Revenue	\$ -	\$ 205,450	\$ -	\$ -	\$ 205,450
<b>Series 2020 A2</b>					
Reserve	\$ -	\$ 35,578	\$ -	\$ -	\$ 35,578
Revenue	\$ -	\$ 36,930	\$ -	\$ -	\$ 36,930
<b>Series 2022</b>					
Reserve	\$ -	\$ 216,663	\$ -	\$ -	\$ 216,663
Revenue	\$ -	\$ 236,473	\$ -	\$ -	\$ 236,473
Construction Phase 2	\$ -	\$ -	\$ -	\$ 0	\$ 0
Construction Phase 3	\$ -	\$ -	\$ -	\$ 425	\$ 425
Prepaid Expenses	\$ 1,347	\$ -	\$ -	\$ -	\$ 1,347
<b>Total Assets</b>	<b>\$ 526,904</b>	<b>\$ 952,343</b>	<b>\$ 75,554</b>	<b>\$ 7,223</b>	<b>\$ 1,562,024</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 13,723	\$ -	\$ -	\$ -	\$ 13,723
<b>Total Liabilities</b>	<b>\$ 13,723</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,723</b>
<b>Fund Balance:</b>					
<b>Nonspendable:</b>					
Prepaid Items	\$ 1,347	\$ -	\$ -	\$ -	\$ 1,347
<b>Restricted for:</b>					
Debt Service - Series 2020	\$ -	\$ 499,208	\$ -	\$ -	\$ 499,208
Debt Service - Series 2022	\$ -	\$ 453,135	\$ -	\$ -	\$ 453,135
Capital Projects - Series 2020	\$ -	\$ -	\$ -	\$ 6,798	\$ 6,798
Capital Projects - Series 2022	\$ -	\$ -	\$ -	\$ 425	\$ 425
<b>Assigned for:</b>					
Capital Reserves	\$ -	\$ -	\$ 75,554	\$ -	\$ 75,554
Unassigned	\$ 511,834	\$ -	\$ -	\$ -	\$ 511,834
<b>Total Fund Balances</b>	<b>\$ 513,181</b>	<b>\$ 952,343</b>	<b>\$ 75,554</b>	<b>\$ 7,223</b>	<b>\$ 1,548,301</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 526,904</b>	<b>\$ 952,343</b>	<b>\$ 75,554</b>	<b>\$ 7,223</b>	<b>\$ 1,562,024</b>

# Cypress Park Estates

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b><u>Revenues:</u></b>				
Assessments - On Roll	\$ 762,566	\$ 762,566	\$ 753,929	\$ (8,637)
Miscellaneous Income	\$ -	\$ -	\$ 90	\$ 90
Interest	\$ -	\$ -	\$ 6,915	\$ 6,915
<b>Total Revenues</b>	<b>\$ 762,566</b>	<b>\$ 762,566</b>	<b>\$ 760,934</b>	<b>\$ (1,632)</b>
<b><u>Expenditures:</u></b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 12,000	\$ 8,000	\$ 2,600	\$ 5,400
Employer FICA Expense	\$ -	\$ -	\$ 46	\$ (46)
Engineer Fees	\$ 10,000	\$ 6,667	\$ 539	\$ 6,128
Attorney Fees	\$ 25,000	\$ 16,667	\$ 20,080	\$ (3,413)
Annual Audit	\$ 7,500	\$ 7,500	\$ 7,200	\$ 300
Assessment Administration	\$ 5,565	\$ 5,565	\$ 5,565	\$ -
Dissemination	\$ 7,350	\$ 4,900	\$ 4,900	\$ -
Arbitrage	\$ 1,350	\$ 900	\$ 900	\$ -
Trustee Fees	\$ 12,120	\$ 10,769	\$ 10,769	\$ -
Management Fees	\$ 45,000	\$ 30,000	\$ 30,000	\$ -
Information Technology	\$ 1,890	\$ 1,260	\$ 1,260	\$ -
Website Maintenance	\$ 1,260	\$ 840	\$ 840	\$ -
Postage & Delivery	\$ 500	\$ 500	\$ 696	\$ (196)
Insurance	\$ 6,817	\$ 6,817	\$ 6,631	\$ 186
Copies	\$ 100	\$ 67	\$ 62	\$ 5
Legal Advertising	\$ 2,000	\$ 2,000	\$ 2,772	\$ (772)
Other Current Charges	\$ 1,000	\$ 667	\$ 375	\$ 292
Office Supplies	\$ 50	\$ 33	\$ 12	\$ 21
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total General &amp; Administrative</b>	<b>\$ 139,677</b>	<b>\$ 103,326</b>	<b>\$ 95,420</b>	<b>\$ 7,905</b>

# Cypress Park Estates

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b><u>Operations &amp; Maintenance</u></b>				
<b>Field Expenditures</b>				
Property Insurance	\$ 16,708	\$ 16,708	\$ 16,628	\$ 80
Field Management	\$ 20,000	\$ 13,333	\$ 13,334	\$ (1)
Landscape Maintenance	\$ 128,870	\$ 85,913	\$ 77,048	\$ 8,865
Landscape Replacement	\$ 25,000	\$ 16,667	\$ -	\$ 16,667
Streetlights	\$ 35,000	\$ 23,333	\$ 14,187	\$ 9,147
Electric	\$ 13,068	\$ 8,712	\$ 8,198	\$ 514
Water & Sewer	\$ 82,000	\$ 54,667	\$ 23,742	\$ 30,924
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ 1,667	\$ -	\$ 1,667
Irrigation Repairs	\$ 6,000	\$ 4,000	\$ 1,124	\$ 2,876
Fountain Maintenance	\$ 1,800	\$ 1,200	\$ 1,275	\$ (75)
General Repairs & Maintenance	\$ 15,000	\$ 10,000	\$ 3,194	\$ 6,806
Contingency	\$ 10,000	\$ 6,667	\$ 870	\$ 5,796
<b>Subtotal Field Expenditures</b>	<b>\$ 355,946</b>	<b>\$ 242,867</b>	<b>\$ 159,601</b>	<b>\$ 83,266</b>
<b>Amenity Expenditures</b>				
Amenity - Electric	\$ 24,684	\$ 16,456	\$ 14,247	\$ 2,209
Amenity - Water	\$ 22,416	\$ 14,944	\$ 11,111	\$ 3,833
Playground Lease	\$ 37,164	\$ 24,776	\$ 23,719	\$ 1,057
Internet	\$ 2,500	\$ 1,667	\$ 800	\$ 867
Pest Control	\$ 720	\$ 480	\$ 520	\$ (40)
Janitorial Service	\$ 14,705	\$ 9,803	\$ 7,020	\$ 2,783
Amenity Access	\$ 12,500	\$ 8,333	\$ 8,333	\$ (0)
Security Services	\$ 36,054	\$ 24,036	\$ 17,450	\$ 6,586
Pool Maintenance	\$ 23,700	\$ 15,800	\$ 13,275	\$ 2,525
Amenity Repairs & Maintenance	\$ 10,000	\$ 6,667	\$ 4,945	\$ 1,721
Contingency	\$ 7,500	\$ 5,000	\$ 1,685	\$ 3,315
<b>Subtotal Amenity Expenditures</b>	<b>\$ 191,943</b>	<b>\$ 127,962</b>	<b>\$ 103,105</b>	<b>\$ 24,857</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 547,889</b>	<b>\$ 370,829</b>	<b>\$ 262,706</b>	<b>\$ 108,123</b>
<b>Total Expenditures</b>	<b>\$ 687,566</b>	<b>\$ 474,155</b>	<b>\$ 358,126</b>	<b>\$ 116,028</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 75,000</b>	<b>\$ 288,412</b>	<b>\$ 402,808</b>	<b>\$ (117,661)</b>
<b><u>Other Financing Sources/(Uses):</u></b>				
Transfer In/(Out)	\$ (75,000)	\$ (75,000)	\$ (75,000)	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (75,000)</b>	<b>\$ (75,000)</b>	<b>\$ (75,000)</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>		<b>\$ 327,808</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 185,373</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 513,181</b>	



# Cypress Park Estates

## Community Development District

### Debt Service Fund Series 2020 A1 & A2

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b>Revenues:</b>				
Assessments - A1	\$ 442,500	\$ 442,500	\$ 437,489	\$ (5,011)
Assessments - A2	\$ 71,200	\$ 71,200	\$ 70,394	\$ (806)
Interest	\$ 5,700	\$ 5,700	\$ 15,944	\$ 10,244
<b>Total Revenues</b>	<b>\$ 519,400</b>	<b>\$ 519,400</b>	<b>\$ 523,827</b>	<b>\$ 4,427</b>
<b>Expenditures:</b>				
<b>Series 2020 A1</b>				
Interest - 11/1	\$ 140,316	\$ 140,316	\$ 140,316	\$ -
Principal - 5/1	\$ 160,000	\$ 160,000	\$ 160,000	\$ -
Interest - 5/1	\$ 140,316	\$ 140,316	\$ 140,316	\$ -
<b>Series 2020 A2</b>				
Interest - 11/1	\$ 22,878	\$ 22,878	\$ 22,878	\$ -
Principal - 5/1	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
Interest - 5/1	\$ 22,878	\$ 22,878	\$ 22,878	\$ -
<b>Total Expenditures</b>	<b>\$ 511,388</b>	<b>\$ 511,388</b>	<b>\$ 511,388</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 8,013</b>	<b>\$ 8,012</b>	<b>\$ 12,439</b>	<b>\$ 4,427</b>
<b>Fund Balance - Beginning</b>	<b>\$ 226,366</b>		<b>\$ 486,769</b>	
<b>Fund Balance - Ending</b>	<b>\$ 234,379</b>		<b>\$ 499,208</b>	

# Cypress Park Estates

## Community Development District

### Debt Service Fund Series 2022

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b>Revenues:</b>				
Assessments	\$ 434,150	\$ 434,150	\$ 429,233	\$ (4,917)
Interest	\$ 13,000	\$ 13,000	\$ 13,437	\$ 437
<b>Total Revenues</b>	<b>\$ 447,150</b>	<b>\$ 447,150</b>	<b>\$ 442,670</b>	<b>\$ (4,480)</b>
<b>Expenditures:</b>				
<b>Series 2022</b>				
Interest - 11/1	\$ 161,281	\$ 161,281	\$ 161,281	\$ -
Principal - 5/1	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
Interest - 5/1	\$ 161,281	\$ 161,281	\$ 161,281	\$ -
<b>Total Expenditures</b>	<b>\$ 432,563</b>	<b>\$ 432,563</b>	<b>\$ 432,563</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 14,588</b>	<b>\$ 14,587</b>	<b>\$ 10,108</b>	<b>\$ (4,480)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 226,770</b>		<b>\$ 443,028</b>	
<b>Fund Balance - Ending</b>	<b>\$ 241,358</b>		<b>\$ 453,135</b>	

**Cypress Park Estates**  
**Community Development District**  
**Capital Projects Fund Series 2020 A1 & A2**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending May 31, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b><u>Revenues</u></b>				
Interest	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Expenditures:</u></b>				
Miscellaneous	\$ -	\$ -	\$ 316	\$ (316)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (316)</b>	<b>\$ -</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 7,114</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 6,798</b>	

# Cypress Park Estates

## Community Development District

### Capital Projects Fund Series 2022

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/25	Thru 05/31/25	Variance
<b>Revenues</b>				
Interest	\$ -	\$ -	\$ 11	\$ 11
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11</b>	<b>\$ 11</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11</b>	<b>\$ 11</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 414</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 425</b>	

# Cypress Park Estates

## Community Development District

### Capital Reserve Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted Budget	Prorated Budget Budget	Actual Thru 05/31/25	Variance
<b>Revenues</b>				
Interest Income	\$ -	\$ -	\$ 554	\$ 554
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 554</b>	<b>\$ 554</b>
<b>Expenditures:</b>				
Holiday Decorations	\$ 10,000	\$ -	\$ -	\$ -
Chair Lift Replacement	\$ 10,500	\$ -	\$ -	\$ -
Playground Shade	\$ 32,000	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 52,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (52,500)</b>	<b>\$ -</b>	<b>\$ 554</b>	<b>\$ 554</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 22,500</b>		<b>\$ 75,554</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 33,571</b>		<b>\$ -</b>	
<b>Fund Balance - Ending</b>	<b>\$ 56,071</b>		<b>\$ 75,554</b>	

**Cypress Park Estates**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Assessments - On Roll	\$ -	\$ 8,383	\$ 647,642	\$ 15,364	\$ 43,452	\$ 3,444	\$ 6,052	\$ 29,592	\$ -	\$ -	\$ -	\$ -	\$ 753,929
Assessments - Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessments - Lot Closing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Developer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90
Interest	\$ -	\$ -	\$ -	\$ 811	\$ 1,420	\$ 1,532	\$ 1,558	\$ 1,593	\$ -	\$ -	\$ -	\$ -	\$ 6,915
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 8,383</b>	<b>\$ 647,642</b>	<b>\$ 16,175</b>	<b>\$ 44,872</b>	<b>\$ 4,975</b>	<b>\$ 7,700</b>	<b>\$ 31,186</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 760,934</b>
<b>Expenditures:</b>													
<b><i>General &amp; Administrative:</i></b>													
Supervisor Fees	\$ -	\$ 800	\$ -	\$ -	\$ 400	\$ -	\$ 800	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 2,600
Employer FICA Expense	\$ -	\$ -	\$ -	\$ -	\$ 31	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46
Engineer Fees	\$ -	\$ 175	\$ -	\$ -	\$ 131	\$ -	\$ 233	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 539
Attorney Fees	\$ 244	\$ 1,943	\$ 2,121	\$ 3,386	\$ 3,018	\$ 330	\$ 2,642	\$ 6,397	\$ -	\$ -	\$ -	\$ -	\$ 20,080
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,200
Assessment Administration	\$ 5,565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,565
Dissemination	\$ 613	\$ 613	\$ 613	\$ 613	\$ 613	\$ 613	\$ 613	\$ 613	\$ -	\$ -	\$ -	\$ -	\$ 4,900
Arbitrage	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Trustee Fees	\$ 4,034	\$ -	\$ 6,734	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,769
Management Fees	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Information Technology	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ 158	\$ -	\$ -	\$ -	\$ -	\$ 1,260
Website Maintenance	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ -	\$ -	\$ -	\$ -	\$ 840
Postage & Delivery	\$ 12	\$ 62	\$ 16	\$ 285	\$ 22	\$ 100	\$ 95	\$ 103	\$ -	\$ -	\$ -	\$ -	\$ 696
Insurance	\$ 6,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,631
Copies	\$ -	\$ -	\$ 56	\$ -	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62
Legal Advertising	\$ -	\$ 966	\$ -	\$ 393	\$ -	\$ -	\$ -	\$ 1,413	\$ -	\$ -	\$ -	\$ -	\$ 2,772
Other Current Charges	\$ 41	\$ 41	\$ 76	\$ 41	\$ 44	\$ 60	\$ 29	\$ 44	\$ -	\$ -	\$ -	\$ -	\$ 375
Office Supplies	\$ 0	\$ 1	\$ 3	\$ 1	\$ 0	\$ 3	\$ 1	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ 12
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total General &amp; Administrative</b>	<b>\$ 21,327</b>	<b>\$ 9,512</b>	<b>\$ 13,630</b>	<b>\$ 8,730</b>	<b>\$ 8,271</b>	<b>\$ 12,324</b>	<b>\$ 8,440</b>	<b>\$ 13,185</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 95,420</b>

**Cypress Park Estates**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><u>Operations &amp; Maintenance</u></b>													
<b>Field Expenditures</b>													
Property Insurance	\$ 16,628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	16,628
Field Management	\$ 1,667	\$ 1,668	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ -	\$ -	\$ -	\$ -	13,334
Landscape Maintenance	\$ 9,631	\$ 9,631	\$ 9,631	\$ 9,631	\$ 9,631	\$ 9,631	\$ 9,631	\$ 9,631	\$ -	\$ -	\$ -	\$ -	77,048
Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Streetlights	\$ 1,740	\$ 1,740	\$ 1,740	\$ 1,740	\$ 1,777	\$ 1,777	\$ 1,837	\$ 1,837	\$ -	\$ -	\$ -	\$ -	14,187
Electric	\$ 993	\$ 1,021	\$ 982	\$ 1,005	\$ 1,073	\$ 960	\$ 1,037	\$ 1,128	\$ -	\$ -	\$ -	\$ -	8,198
Water & Sewer	\$ 1,930	\$ 3,276	\$ 2,865	\$ 3,386	\$ 3,312	\$ 2,805	\$ 2,752	\$ 3,416	\$ -	\$ -	\$ -	\$ -	23,742
Sidewalk & Asphalt Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Irrigation Repairs	\$ 165	\$ 64	\$ 133	\$ 320	\$ -	\$ 253	\$ 98	\$ 91	\$ -	\$ -	\$ -	\$ -	1,124
Fountain Maintenance	\$ 150	\$ 150	\$ 150	\$ 150	\$ 225	\$ 225	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	1,275
General Repairs & Maintenance	\$ -	\$ -	\$ 1,566	\$ 1,629	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,194
Contingency	\$ -	\$ 870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	870
<b>Subtotal Field Expenditures</b>	<b>\$ 32,904</b>	<b>\$ 18,419</b>	<b>\$ 18,732</b>	<b>\$ 19,527</b>	<b>\$ 17,685</b>	<b>\$ 17,317</b>	<b>\$ 17,247</b>	<b>\$ 17,770</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>159,601</b>
<b>Amenity Expenditures</b>													
Amenity - Electric	\$ 1,555	\$ 1,607	\$ 1,466	\$ 2,859	\$ 1,769	\$ 1,511	\$ 1,630	\$ 1,849	\$ -	\$ -	\$ -	\$ -	14,247
Amenity - Water	\$ 1,043	\$ 1,502	\$ 1,777	\$ 1,289	\$ 1,700	\$ 1,126	\$ 1,024	\$ 1,650	\$ -	\$ -	\$ -	\$ -	11,111
Playground Lease	\$ 3,097	\$ 3,097	\$ 3,097	\$ 2,040	\$ 3,097	\$ 3,097	\$ 3,097	\$ 3,097	\$ -	\$ -	\$ -	\$ -	23,719
Internet	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	800
Pest Control	\$ 280	\$ 40	\$ 40	\$ 40	\$ 40	\$ -	\$ 40	\$ 40	\$ -	\$ -	\$ -	\$ -	520
Janitorial Service	\$ 995	\$ 975	\$ 995	\$ 975	\$ 1,035	\$ 1,030	\$ 1,015	\$ -	\$ -	\$ -	\$ -	\$ -	7,020
Amenity Access	\$ 1,042	\$ 1,042	\$ 1,042	\$ 1,042	\$ 1,042	\$ 1,042	\$ 1,042	\$ 1,042	\$ -	\$ -	\$ -	\$ -	8,333
Security Services	\$ 2,024	\$ 2,707	\$ 3,248	\$ 2,480	\$ 2,480	\$ 4,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	17,450
Pool Maintenance	\$ 1,900	\$ 1,650	\$ 1,845	\$ 2,350	\$ 1,750	\$ 1,750	\$ 1,750	\$ 280	\$ -	\$ -	\$ -	\$ -	13,275
Amenity Repairs & Maintenance	\$ 1,531	\$ -	\$ 1,928	\$ 240	\$ 700	\$ 546	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4,945
Contingency	\$ -	\$ -	\$ 1,685	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,685
<b>Subtotal Amenity Expenditures</b>	<b>\$ 13,567</b>	<b>\$ 12,720</b>	<b>\$ 17,222</b>	<b>\$ 13,415</b>	<b>\$ 13,712</b>	<b>\$ 14,714</b>	<b>\$ 9,697</b>	<b>\$ 8,059</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>103,105</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 46,470</b>	<b>\$ 31,140</b>	<b>\$ 35,955</b>	<b>\$ 32,942</b>	<b>\$ 31,397</b>	<b>\$ 32,031</b>	<b>\$ 26,943</b>	<b>\$ 25,829</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>262,706</b>
<b>Total Expenditures</b>	<b>\$ 67,798</b>	<b>\$ 40,652</b>	<b>\$ 49,585</b>	<b>\$ 41,672</b>	<b>\$ 39,668</b>	<b>\$ 44,355</b>	<b>\$ 35,383</b>	<b>\$ 39,014</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>358,126</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (67,798)</b>	<b>\$ (32,269)</b>	<b>\$ 598,058</b>	<b>\$ (25,497)</b>	<b>\$ 5,204</b>	<b>\$ (39,380)</b>	<b>\$ (27,683)</b>	<b>\$ (7,829)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>402,808</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (75,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(75,000)
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (75,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(75,000)</b>
<b>Net Change in Fund Balance</b>	<b>\$ (67,798)</b>	<b>\$ (32,269)</b>	<b>\$ 598,058</b>	<b>\$ (25,497)</b>	<b>\$ 5,204</b>	<b>\$ (114,380)</b>	<b>\$ (27,683)</b>	<b>\$ (7,829)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>327,808</b>

# Cypress Park Estate

## Community Development District

### Long Term Debt Report

Series 2020-A1, Special Assessment Revenue Bonds	
Interest Rate:	2.625%, 3.250%, 3.875%, 4.000%
Maturity Date:	5/1/2051
Reserve Fund Definition	50% Maximum Annual Debt Service
Reserve Fund Requirement	\$221,250
Reserve Fund Balance	\$221,250
Bonds Outstanding - 11/12/2020	\$7,770,000
Less: Principal Payment - 5/1/22	(\$150,000)
Less: Principal Payment - 5/1/23	(\$155,000)
Less: Principal Payment - 5/1/24	(\$155,000)
Less: Principal Payment - 5/1/25	(\$160,000)
<b>Current Bonds Outstanding</b>	<b>\$7,150,000</b>

Series 2020-A2, Special Assessment Revenue Bonds	
Interest Rate:	4.000%, 4.125%
Maturity Date:	5/1/2051
Reserve Fund Definition	Maximum Annual Debt Service
Reserve Fund Requirement	\$35,578
Reserve Fund Balance	\$35,578
Bonds Outstanding - 11/12/2020	\$1,185,000
Less: Principal Payment - 5/1/22	(\$20,000)
Less: Principal Payment - 5/1/23	(\$20,000)
Less: Principal Payment - 5/1/24	(\$20,000)
Less: Principal Payment - 5/1/25	(\$25,000)
<b>Current Bonds Outstanding</b>	<b>\$1,100,000</b>

Series 2022, Special Assessment Revenue Bonds	
Interest Rate:	4.375%, 4.750%, 5.000%, 5.125%
Maturity Date:	5/1/2052
Reserve Fund Definition	Maximum Annual Debt Service
Reserve Fund Requirement	\$216,663
Reserve Fund Balance	\$216,663
Bonds Outstanding - 06/15/2022	\$7,865,000
Less: Principal Payment - 5/1/23	(\$120,000)
Less: Special Call 11/1/23	(\$1,195,000)
Less: Principal Payment - 5/1/24	(\$105,000)
Less: Principal Payment - 5/1/25	(\$110,000)
<b>Current Bonds Outstanding</b>	<b>\$6,335,000</b>



**Cypress Park Estates**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Special Assessment Receipts  
**Fiscal Year 2025**

ON ROLL ASSESSMENTS

Gross Assessments	\$	819,965.14	\$	475,807.86	\$	76,559.58	\$	466,829.35	\$	1,839,161.93
Net Assessments	\$	762,567.58	\$	442,501.31	\$	71,200.41	\$	434,151.30	\$	1,710,420.59

Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts	45%	26%	4%	25%	100%
							General Fund	2020 AA1 Debt Service	2020 AA2 Debt Service	2022 Debt Service	Total
11/12/24	10/21/24	\$ 933.60	\$ (49.01)	\$ (17.69)	\$ -	\$ 866.90	\$ 386.50	\$ 224.27	\$ 36.09	\$ 220.04	\$ 866.90
11/12/24	10/21/24	\$ 1,075.85	\$ (56.49)	\$ (20.39)	\$ -	\$ 998.97	\$ 445.38	\$ 258.44	\$ 41.58	\$ 253.57	\$ 998.97
11/15/24	10/01-10/31/24	\$ 2,332.76	\$ (93.32)	\$ (44.79)	\$ -	\$ 2,194.65	\$ 978.45	\$ 567.78	\$ 91.36	\$ 557.06	\$ 2,194.65
11/15/24	10/01-10/31/24	\$ 2,795.71	\$ (111.82)	\$ (53.68)	\$ -	\$ 2,630.21	\$ 1,172.64	\$ 680.46	\$ 109.49	\$ 667.62	\$ 2,630.21
11/19/24	11/01-11/07/24	\$ 1,166.38	\$ (46.65)	\$ (22.39)	\$ -	\$ 1,097.34	\$ 489.24	\$ 283.89	\$ 45.68	\$ 278.53	\$ 1,097.34
11/19/24	11/01-11/07/24	\$ 1,344.09	\$ (53.76)	\$ (25.81)	\$ -	\$ 1,264.52	\$ 563.77	\$ 327.14	\$ 52.64	\$ 320.97	\$ 1,264.52
11/26/24	11/08-11/15/24	\$ 4,665.52	\$ (186.63)	\$ (89.58)	\$ -	\$ 4,389.31	\$ 1,956.91	\$ 1,135.55	\$ 182.72	\$ 1,114.13	\$ 4,389.31
11/26/24	11/08-11/15/24	\$ 5,698.94	\$ (227.95)	\$ (109.42)	\$ -	\$ 5,361.57	\$ 2,390.38	\$ 1,387.09	\$ 223.19	\$ 1,360.91	\$ 5,361.57
12/6/24	11/16-11/26/24	\$ 156,294.92	\$ (6,252.37)	\$ (3,000.85)	\$ -	\$ 147,041.70	\$ 65,556.52	\$ 38,041.02	\$ 6,120.97	\$ 37,323.19	\$ 147,041.70
12/6/24	11/16-11/26/24	\$ 198,065.21	\$ (7,922.06)	\$ (3,802.86)	\$ -	\$ 186,340.29	\$ 83,077.26	\$ 48,207.92	\$ 7,756.87	\$ 47,298.24	\$ 186,340.29
12/20/24	11/27-11/30/24	\$ 502,709.78	\$ (20,109.27)	\$ (9,652.01)	\$ -	\$ 472,948.50	\$ 210,857.61	\$ 122,356.06	\$ 19,687.63	\$ 120,047.20	\$ 472,948.50
12/20/24	11/27-11/30/24	\$ 612,958.81	\$ (24,516.98)	\$ (11,768.84)	\$ -	\$ 576,672.99	\$ 257,101.75	\$ 149,190.53	\$ 24,005.41	\$ 146,375.30	\$ 576,672.99
12/27/24	12/01-12/15/24	\$ 42,132.85	\$ (1,638.01)	\$ (809.90)	\$ -	\$ 39,684.94	\$ 17,692.99	\$ 10,266.85	\$ 1,651.98	\$ 10,073.12	\$ 39,684.94
12/27/24	12/01-12/15/24	\$ 31,803.40	\$ (1,234.12)	\$ (611.39)	\$ -	\$ 29,957.89	\$ 13,356.31	\$ 7,750.38	\$ 1,247.07	\$ 7,604.13	\$ 29,957.89
12/31/24	1% Admin Fee	\$ (18,391.62)	\$ -	\$ -	\$ -	\$ (18,391.62)	\$ (8,199.65)	\$ (4,758.08)	\$ (765.60)	\$ (4,668.29)	\$ (18,391.62)
1/10/25	12/16-12/31/24	\$ 24,882.42	\$ (746.45)	\$ (482.72)	\$ -	\$ 23,653.25	\$ 10,545.48	\$ 6,119.31	\$ 984.62	\$ 6,003.84	\$ 23,653.25
1/10/25	12/16-12/31/24	\$ 30,716.59	\$ (921.34)	\$ (595.91)	\$ -	\$ 29,199.34	\$ 13,018.13	\$ 7,554.13	\$ 1,215.49	\$ 7,411.59	\$ 29,199.34
2/3/25	10/1-12/31/25	\$ -	\$ -	\$ -	\$ 1,054.17	\$ 1,054.17	\$ 469.99	\$ 272.72	\$ 43.88	\$ 267.58	\$ 1,054.17
2/3/25	10/1-12/31/25	\$ -	\$ -	\$ -	\$ 1,301.43	\$ 1,301.43	\$ 580.22	\$ 336.69	\$ 54.18	\$ 330.34	\$ 1,301.43
2/10/25	1/1-1/31/25	\$ 44,322.44	\$ (898.46)	\$ (868.48)	\$ -	\$ 42,555.50	\$ 18,972.79	\$ 11,009.49	\$ 1,771.48	\$ 10,801.74	\$ 42,555.50
2/10/25	1/1-1/31/25	\$ 54,731.44	\$ (1,109.31)	\$ (1,072.44)	\$ -	\$ 52,549.69	\$ 23,428.56	\$ 13,595.08	\$ 2,187.51	\$ 13,338.54	\$ 52,549.69
3/7/25	2/1-2/28/25	\$ 4,462.38	\$ (44.63)	\$ (88.36)	\$ -	\$ 4,329.39	\$ 1,930.20	\$ 1,120.05	\$ 180.22	\$ 1,098.92	\$ 4,329.39
3/7/25	2/1-2/28/25	\$ 3,499.14	\$ (34.98)	\$ (69.28)	\$ -	\$ 3,394.88	\$ 1,513.56	\$ 878.29	\$ 141.32	\$ 861.71	\$ 3,394.88
4/11/25	3/1-3/31/25	\$ 7,509.10	\$ -	\$ (150.18)	\$ -	\$ 7,358.92	\$ 3,280.88	\$ 1,903.82	\$ 306.33	\$ 1,867.89	\$ 7,358.92
4/11/25	3/1-3/31/25	\$ 6,143.04	\$ -	\$ (122.86)	\$ -	\$ 6,020.18	\$ 2,684.01	\$ 1,557.48	\$ 250.60	\$ 1,528.09	\$ 6,020.18
4/30/25	1/1-3/31/25	\$ -	\$ -	\$ -	\$ 87.32	\$ 87.32	\$ 38.93	\$ 22.60	\$ 3.63	\$ 22.16	\$ 87.32
4/30/25	1/1-3/31/25	\$ -	\$ -	\$ -	\$ 107.93	\$ 107.93	\$ 48.12	\$ 27.92	\$ 4.49	\$ 27.40	\$ 107.93
5/9/25	4/1-4/30/25	\$ 28,019.95	\$ -	\$ (560.40)	\$ -	\$ 27,459.55	\$ 12,242.47	\$ 7,104.03	\$ 1,143.07	\$ 6,969.98	\$ 27,459.55
5/9/25	4/1-4/30/25	\$ 39,709.39	\$ -	\$ (794.19)	\$ -	\$ 38,915.20	\$ 17,349.81	\$ 10,067.71	\$ 1,619.94	\$ 9,877.74	\$ 38,915.20
							\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 1,789,582.09	\$ (66,253.61)	\$ (34,834.42)	\$ 2,550.85	\$ 1,691,044.91	\$ 753,929.21	\$ 437,488.62	\$ 70,393.84	\$ 429,233.24	\$ 1,691,044.91

98.87%	Net Percent Collected
<b>\$ 19,375.68</b>	Balance Remaining to Collect