

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 07, 2021**

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, OCTOBER 07, 2021 AT 2:00 P.M.
THE OFFICES OF MERITUS DISTRICTS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607**

District Board of Supervisors	Chair	Nicholas Dister
	Vice-Chair	Ryan Motko
	Supervisor	Jeffery Hills
	Supervisor	Steve Luce
	Supervisor	Alberto Viera
District Manager	Meritus	Brian Howell
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Balm Grove Community Development District

Dear Board Members:

The Regular Meeting of the Balm Grove Community Development District will be held on **October 07, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR AND STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 4. BUSINESS ITEMS**
 - A. Discussion on Proposal for District Engineer Services.....Tab 01
 - B. General Matters of the District
- 5. CONSENT AGENDA ITEMS**
 - A. Consideration of Minutes of the Public Hearing & Regular Meeting August 05, 2021.....Tab 02
 - B. Consideration of Operations and Maintenance Expenditures July 2021.....Tab 03
 - C. Consideration of Operations and Maintenance Expenditures August 2021.....Tab 04
- 6. BOARD MEMBERS COMMENTS**
- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



Brian Lamb, CEO
Meritus



Balm Grove Community Development District

Request for Qualifications for Engineering Services

October 1, 2021





Stantec Consulting Services Inc.
777 S. Harbour Island Blvd. Suite 600
Tampa, Florida 33602

October 1, 2021

Brian Lamb
District Manager, Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle
Suite 300
Tampa, 33607

Dear Brian,

Reference: Request for Qualifications for Engineering Services, Balm Grove Community Development District

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

- **Previous experience providing district engineering services for numerous West Central Florida-based CDD's/** familiarity with development and staff.
- A seasoned firm, specializing in community development district engineering contracts that **offers an experienced set of eyes for this community's needs.**
- Extensive professional experience with community development districts throughout the Central Florida Region; **over 30 current contracts with CDD's.**
- **A broad range of in-house capabilities and resources** including planning, civil/site engineering, structural engineering, transportation and roadway engineering, survey, GIS, and ecological capabilities.
- **A local Tampa office.**

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

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

- Stormwater Management Systems and Facilities (including erosion repair)
- Water and Sewer Systems and Facilities
- Landscaping, Street Lighting Design and Plans
- Environmental Permitting
- Government Permitting
- Cost Estimates and Bidding Assistance

- Water Conservation Studies and Design/NPDES Experience
- Water Supply Studies
- Contract Management and Inspection Services
- Expert Witness Testimony
- Irrigation System Plans and Design
- Roadways/Traffic Control Measures

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

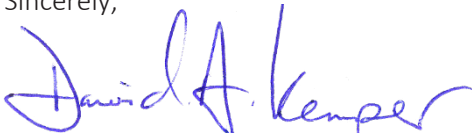
Each of the key members of Stantec’s project team has extensive experience in the engineering, planning, design, and construction of residential projects. Key personnel for the project would include David A. Kemper, P.E., as Principal-in-Charge; Tonja L. Stewart, P.E., as District Engineer/ Senior Project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

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

A Senior Project Manager at Stantec and a Florida-registered Professional Engineer, Ms. Stewart offers more than 30 years of experience in a broad range of civil engineering projects, including managing over 30 CDD District Engineering contracts within the Tampa Bay region. She has been responsible for residential, commercial, and industrial site design; including stormwater management, drainage, roadway, water transmission systems, wastewater collection systems, and wetland and flood plain mitigation. Ms. Stewart’s credentials include construction management for many of her projects which have entailed inspections, testing, and certification. Her responsibilities include providing coordination with project consultants, including geotechnical engineers, environmental scientists, surveyors, archaeologists, attorneys, and title companies. She also provides support services for re-zonings, annexations, DRIs, and land-use amendments.

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

Sincerely,



David A. Kemper, P.E., Senior Principal



Our Firm

Firm Overview

project management, and project economics—begins at the intersection of community, creativity, and client relationships.

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

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

We offer the complete range of professional planning and design services necessary to carry property through planning, approvals and permitting, to design and construction. Stantec's team of experts includes urban planners, civil engineers, and environmental scientists. This team designs distinguished new towns and communities and provides ongoing support to include Community Development District Engineering Contracts. We have earned a strong reputation for helping nationally recognized clients realize the maximum potential of their vision and investment.

Transforming Land

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

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

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

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

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

Ability of Applicants Professional Personnel

Stantec offers a team that Meritus' staff is familiar through our other district engineering at South Fork III, Carlton Lakes, Summit at Fern Hill and Ventana to name a few. **Tonja Stewart** will be our Project Manager, and she personally brings over two decades of experience in the management of over 30 community development district engineering contracts. She truly embodies the specific expertise to successfully execute this contract. She is joined by a team of professionals that have worked with her on previous community development district contracts, and thus, the entire Stantec team knows how to successfully execute task orders for this type of contract.

Time and Budget Requirements

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

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

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

Preparation and Use of a Task-Specific Detailed Work Plan

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

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

Past Experience and Performance

Stantec has provided district engineering services for over 30 CDD's in the state of Florida. Our experience in these types of contracts is unparalleled by other professional service firms. Please see SF 330 for further detailed information.

Commitment to Community

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

- Over \$1 billion of capitalization in Florida
- Prime consultant for more than 60 Planned Communities, encompassing more than 50,000 acres and 80,000 residential units.
- District Engineer for over 30 community development districts in the state of Florida
- New town developments have included site work for housing, recreation and commercial components.



We create the
communities that
we'd want to call
home.

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

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

Our services are provided on projects around the world through approximately 22,000 employees operating out of more than 400 locations in North America and 4 locations internationally. Our multiple office locations allow for easy management of projects in multiple locations (we have 13 in Florida alone). **These types of projects are a specialty at Stantec.** We understand how CDD's operate because we've experienced large, single-family development from the planning stages, through design, permitting and ultimately, construction. These types of developments are truly at the core of what we do as a firm.

Commitment to Providing District Engineering for Communities

We offer Balm Grove Community Development District the expertise of a team that has worked on over 30 Community Development Districts providing District Engineering services. Our track record is unsurpassed in the state for managing district engineering contracts and our Project Manager, Tonja Stewart, is personally known to you and has dedicated her over two decades of experience in managing these types of contracts.

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

- Carlton Lakes CDD, Hillsborough County
- Creek Preserve CDD, Hillsborough County
- Cypress Creek CDD, Hillsborough County
- Eastlake Oaks CDD, Pinellas County
- Epperson Ranch CDD, Pasco County
- Estancia at Wiregrass CDD, Hillsborough County
- Gramercy Farms CDD, Osceola County
- Hammocks CDD, City of Tampa

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

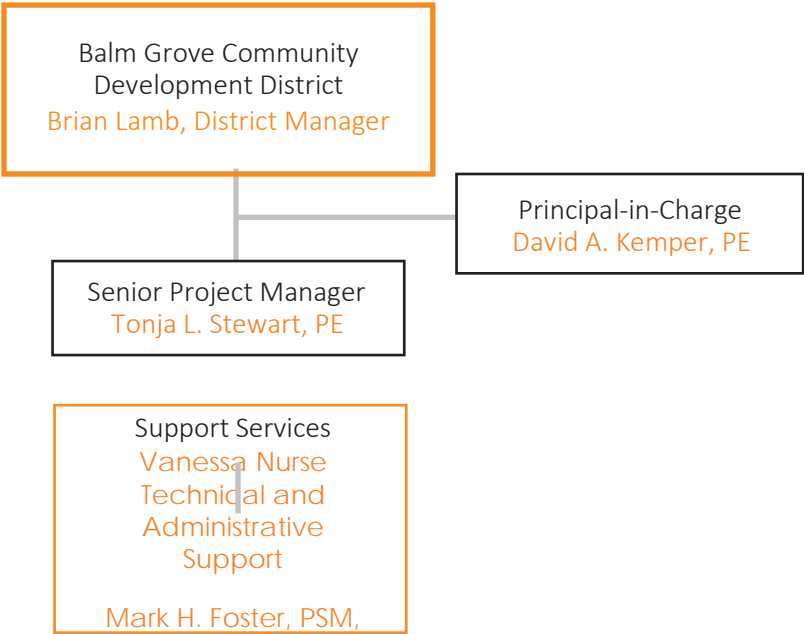
We are confident that we can provide high quality service to Balm Grove for the Professional Engineering Contract. You are familiar with our team and we pride ourselves on adhering to the utmost standard on client service. The following pages showcase our areas of expertise necessary to fully execute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

**1.5 million acres our
land planners, landscape
architects, and other
professionals have
master planned**



Team Organization

The organization chart below indicates the names of specific staff proposed for this project. Our team offers local, site-specific experience and expertise in community development district engineering contracts. Our proposed Project Manager Tonja Stewart, is personally known and respected by your organization and staff, along with the local community. We will have no learning curve working together on this district engineering contract.



Key Personnel Overview

Tonja Stewart, PE **Project Manager**

Tonja is highly experienced in a broad range of civil engineering projects that include a specialty in managing community development district engineering contracts. Her responsibilities in managing the contracts include providing coordination with key disciplines like environmental scientists, surveyors, archaeologists, attorneys, and title companies. She has experience with residential, commercial, and industrial site design, including stormwater management, drainage, roadway, water transmission systems, wastewater collection systems, and wetland and flood plain mitigation. She is highly respected for the work she has done on over 30 community development districts within the Tampa Bay Region.

David Kemper, PE **Principal-In-Charge**

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

Mark Foster, PSM **Land Surveyor**

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



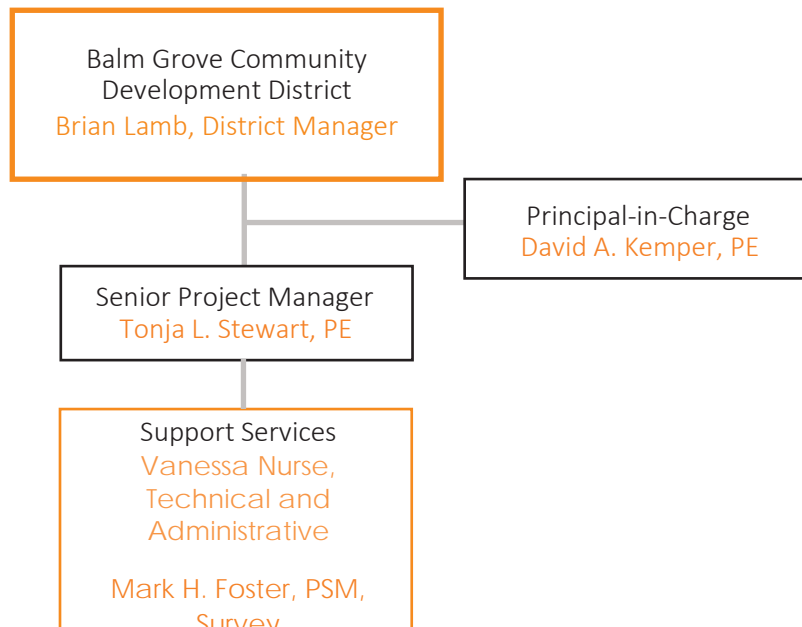
Why Stantec?

- **Our staff understands the local area**
We live and work in the Tampa area. Our staff understands this area and the permitting process and have a thorough understanding of Balm Grove CDD.
- **Our similar projects exemplify our expertise and ability to overcome challenges**
We've done this before. We've provided community development district engineering services to over 50 CDD's in the Central Florida Region. We offer you proven solutions and creative design.
- **Project Manager with over two decades of providing district engineering services**
Can you trust that the firm you select is not only knowledgeable in community development districts, but offers a project manager that has personally led the efforts on over 30 community development district contracts? Our team is proven in these areas- you can trust us.

We understand the staff at Meritus and how they desire their selected district engineer to perform. Our reputation and high level of client services is proven to your staff.

ARCHITECT – ENGINEER QUALIFICATIONS						
PART I – CONTRACT-SPECIFIC QUALIFICATIONS						
A. CONTRACT INFORMATION						
1. TITLE AND LOCATION <i>(City and State)</i>						
Balm Grove Community Development District Hillsborough County, Florida						
2. PUBLIC NOTICE DATE			3. SOLICITATION OR PROJECT NUMBER			
September 8, 2021			N/A			
B. ARCHITECT – ENGINEER POINT OF CONTACT						
4. NAME AND TITLE						
David Kemper, PE, Senior Principal						
5. NAME OF FIRM						
Stantec Consulting Services Inc.						
6. TELEPHONE NUMBER		7. FAX NUMBER		8. EMAIL ADDRESS		
813.223.9500		813.223.0009		dave.kemper@stantec.com		
C. PROPOSED TEAM						
<i>(Complete this section for the prime contractor and all key subcontractors.)</i>						
	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	✓			Stantec Consulting Services Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	777 S Harbour Island Boulevard, Suite 600 Tampa, FL 33602	District Engineering Services
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
g.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. Organizational Chart of Proposed Team



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT			
(Complete one Section E for each key person.)			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
David A. Kemper, PE	Principal in Charge	a. TOTAL	b. WITH CURRENT FIRM
		38	19
15. FIRM NAME AND LOCATION (City and State)			
Stantec, Tampa, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
Master of Science, Engineering Management, Missouri University of Science & Technology, Rolla, Missouri, 1984 Bachelor of Science, Civil Engineering, Missouri University of Science & Technology, Rolla, Missouri, 1979		Professional Engineer #36271, State of Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
2011 Engineer of the Year, American Society of Civil Engineers, West Coast Branch 2004 FES/FICE Leadership Institute, Graduate			
19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Bexley Ranch Land DRI Pasco County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
DRI engineering studies, master water, wastewater and master drainage planning, floodplain studies, and preliminary cost estimating. Stantec has completed extensive site analysis and design alternatives to assist the property owner and developer, Newland Communities, with the future development and use of this site located in central Pasco County directly adjacent to the Suncoast Parkway.			
b.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Eagle Brooke Golf and Country Club Polk County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Provided civil/site engineering and environmental permitting for this 400-acre residential golf course community. Services included establishment of a Community Development District (CDD).			
c.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	The Preserve at Wilderness Lakes Community Development District, Pasco County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Responsible for overall project and team management for a range of engineering services associated with serving as the Community Development District (CDD) District Engineer for this development of 850 lots on +/- 578 acres. The CDD assets include a high end recreation facility, roadways, security gates, stormwater management systems, landscape/hardscape, and irrigation systems.			
d.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Toulon Master Planned Community Hillsborough County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Responsible for overall client interface and project and team management. Stantec was retained as a multi-disciplinary consultant in the development of the Toulon Development. The site is a 218-acre, multi-phased, 232-unit, single-family residential subdivision.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT			
(Complete one Section E for each key person.)			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Tonja Stewart, PE	Senior Project Manager	a. TOTAL	b. WITH CURRENT FIRM
		33	13
15. FIRM NAME AND LOCATION (City and State)			
Stantec, Tampa, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
Bachelor of Science, Civil Engineering, University of Alabama, Tuscaloosa, Alabama, 1987		Registered Engineer #47704, State of Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
2009 Tampa Bay Builders, Associate of the Year 1997 Hillsborough County Chamber of Commerce, Leadership Hillsborough			

19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Northwood Community Development District Land O' Lakes, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Responsible for ongoing client and project coordination, account management, and project scheduling. Stantec serves as District Engineer and has been responsible for the design, permitting, and construction administration of a 2,000 s.f. clubhouse, as well as Southwest Florida Water Management District periodic inspections of the community stormwater facilities.			
b.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Meadow Pointe III Community Development District Pasco County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Responsible for ongoing client and project coordination, account management, and project scheduling. Stantec has provided a range of engineering services associated with serving as the Community Development District (CDD) District Engineer. The CDD assets include a recreation facility, roadways, stormwater management systems, landscape/hardscape, and irrigation systems.			
c.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Ballantrae Community Development District Land O' Lakes, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
Responsible for ongoing client and project coordination, account management, and project scheduling. Ballantrae is a residential community that was completed in 2007. The community contains certain infrastructure, i.e. recreation facilities, stormwater management systems, landscaping and irrigation systems that are operated and maintained by the CDD. Stantec is the CDD Engineer, providing ongoing services as needed by the Board of Supervisors and District Manage			
d.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Union Park Community Development District Wesley Chapel, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
Responsible for ongoing client and project coordination, account management, and project scheduling. Concord Station CDD manages a partially completed planned community containing single family units, a recreation facility, stormwater management systems, and common areas. Stantec provides engineering services for proper operation and maintenance of CDD infrastructure.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Mark H. Foster, PSM	Land Surveyor	a. TOTAL	b. WITH CURRENT FIRM
		30	11
15. FIRM NAME AND LOCATION (City and State)			
Stantec, Tampa, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
		Professional Land Surveyor #5535, State of Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
Point of Contact, Society of American Military Engineers, Tampa Bay Post			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	Lake Toscana Conservation Subdivision Hillsborough County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
	Responsible for project surveying activities to include the boundary surveys associated with the acquisition of property, surveys of Ordinary High Water Line of the Little Manatee River to document the limits of Sovereignty Submerged Lands, and subdivision plat preparation for a 102-lot subdivision located on the site of an old 510-acre dairy farm on the banks of the Little Manatee River in southern Hillsborough County.		
b.	Winthrop Village Traditional Neighborhood Design (TND) Hillsborough County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
	Responsible for the preparation of boundary surveys to support property acquisition, subdivision platting, construction layout, and as-built surveys for a 256-unit, traditional neighborhood design (TND) project. Special care was also required at the project boundaries to ensure compatibility with the surrounding developments.		
c.	Westlake Village Hillsborough County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
	Responsible for the preparation of surveys with associated on-site geotechnical investigations and for the off-site route survey needed to support the design of transportation improvements for this proposed development near the Sun City Center.		
d.	Toulon Master Planned Community Hillsborough County, Florida	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/> Check if project performed with current firm	
	Responsible for the platting and construction related efforts for this phased master planned development. The site is a 218-acre, multi-phased, 232-unit, single-family residential subdivision.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.)</i> <i>Complete one Section F for each project.</i>		20. EXAMPLE PROJECT KEY NUMBER <div style="font-size: 24pt; text-align: center;">1</div>
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21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
Bridgewater Community Development District, City of Lakeland, FL	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
	2010-2019	



23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Bridgewater CDD	Anthony Jeancoloa, Rizzetta & Co.	407.472.2471

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

Stantec is providing District Engineering services to operate and maintain CDD infrastructure, including stormwater management systems. Responsible for civil engineering tasks. Bridgewater CDD manages a planned community containing single family units, stormwater management systems, and common areas. Stantec provides engineering services for proper operation and maintenance of CDD infrastructure, as well as annual consulting engineering reports.






25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Stantec	Tampa, FL	Surveying, civil engineering, construction administration support

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT			20. EXAMPLE PROJECT KEY NUMBER
(Present as many projects as requested by the agency, or 10 projects, if not specified.)			2
Complete one Section F for each project.)			
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED	
Meadow Pointe IV Community Development District		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
Pasco County, FL		2006-Ongoing	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Meadow Pointe IV CDD	Greg Cox, Rizzetta & Co.	813.994.1001	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost)			
<p>District Engineering services includes the operation and maintenance of District infrastructure, including roads and stormwater management systems.</p> <p>Meadow Pointe IV includes:</p> <ul style="list-style-type: none"> • Whisenton Place • Parkmonte • Shellwood Place • Fennwood Crossing • Windsor • Meridan <div style="display: flex; justify-content: space-around; align-items: center;">   </div>			
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER	
(Present as many projects as requested by the agency, or 10 projects, if not specified.)		3	
Complete one Section F for each project.)			
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED	
Gramercy Farms Community Development District		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
City of St. Cloud, FL		2013-Ongoing	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Gramercy Farms CDD	Anthony Jeancola, Rizzetta & Co.	407-472-2471	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost)			
<p>Stantec is providing District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems.</p> <p>Our team has been responsible for ongoing client and project coordination, account management, and project scheduling.</p>			
			
			

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER	
(Present as many projects as requested by the agency, or 10 projects, if not specified.)		5	
Complete one Section F for each project.)			
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED	
Oakstead Community Development District Pasco County, FL		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
		2006-Ongoing	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Oakstead CDD	Andy Mendenhall, Inframark	813.991.1116	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost)			
<p>Stantec was selected for annual district engineering services to assist the District Manager and Board of Supervisors to properly budget, operate, and maintain CDD infrastructure, which includes roads, stormwater management facilities and recreation facilities.</p> <div style="display: flex; justify-content: space-around;">   </div> 			

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Stantec	Tampa, FL	Civil Engineering, Surveying, Construction Administration Support

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.)</i> <i>Complete one Section F for each project.</i>		20. EXAMPLE PROJECT KEY NUMBER <div>6</div>									
21. TITLE AND LOCATION (City and State) Union Park Community Development District Pasco County, FL		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (if applicable)</td> </tr> <tr> <td>2013-Ongoing</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	2013-Ongoing					
PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)										
2013-Ongoing											
23. PROJECT OWNER'S INFORMATION											
a. PROJECT OWNER Union Park CDD		b. POINT OF CONTACT NAME Paul Cusmano, DPFG									
		c. POINT OF CONTACT TELEPHONE NUMBER 813.418.7473									
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost) Union Park CDD manages a partially completed planned community containing single family units, a recreation facility, stormwater management systems, and common areas. Stantec provides engineering services for proper operation and maintenance of CDD infrastructure, as well as annual public facilities reports.											
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT											
<table border="1"> <tr> <td></td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td>(3) ROLE</td> </tr> <tr> <td>a.</td> <td>Stantec</td> <td>Tampa, FL</td> <td>Civil Engineering, Surveying, Construction Administration Support</td> </tr> </table>					(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE	a.	Stantec	Tampa, FL	Civil Engineering, Surveying, Construction Administration Support
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE								
a.	Stantec	Tampa, FL	Civil Engineering, Surveying, Construction Administration Support								



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER	
<i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		7	
21. TITLE AND LOCATION <i>(City and State)</i>		22. YEAR COMPLETED	
Ballantrae Community Development District Pasco County, FL		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
		2006-Ongoing	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Ballantrae CDD	Patricia Thibault, DPFG	813.418.7473	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size and cost)</i>			
<p>Stantec is the CDD Engineer, providing ongoing services as needed by the Board of Supervisors and District Manager. We are providing District Engineering services to maintain District owned and maintained infrastructure, including wet detention stormwater ponds.</p>			



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

<div>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</div> <div>(Present as many projects as requested by the agency, or 10 projects, if not specified.)</div> <div>Complete one Section F for each project.)</div>			<div>20. EXAMPLE PROJECT KEY NUMBER</div> <div>8</div>	
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED		
Northwood Community Development District Pasco County, FL		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
		2006-Ongoing		
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER		b. POINT OF CONTACT NAME		c. POINT OF CONTACT TELEPHONE NUMBER
Northwood CDD		Nicole Hicks, Meritus		813.873.7300
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost)				
<div>We served as District Engineer and have been responsible for the design, permitting, and construction administration of a 2,000 s.f. clubhouse, as well as Southwest Florida Water Management District periodic inspections of the community stormwater facilities.</div>				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)		(3) ROLE
a.	Stantec	Tampa, FL		Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.)</i> <i>Complete one Section F for each project.</i>			20. EXAMPLE PROJECT KEY NUMBER <div>9</div>											
21. TITLE AND LOCATION (City and State) Meadow Point III Community Development District Pasco County, FL			22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (if applicable)</td> </tr> <tr> <td>2006 - ongoing</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	2006 - ongoing							
PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)													
2006 - ongoing														
23. PROJECT OWNER'S INFORMATION														
a. PROJECT OWNER Meadow Point III CDD		b. POINT OF CONTACT NAME Matthew Huber, Rizzetta and Co		c. POINT OF CONTACT TELEPHONE NUMBER 813.933.5571										
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size and cost) <p>Stantec has provided a range of engineering services associated with serving as the Community Development District (CDD) District Engineer. The CDD assets include a recreation facility, roadways, stormwater management systems, landscape/hardscape, and irrigation systems.</p>														
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT														
<table border="1"> <tr> <td></td> <td>(1) FIRM NAME</td> <td>(2) FIRM LOCATION (City and State)</td> <td colspan="2">(3) ROLE</td> </tr> <tr> <td>a.</td> <td>Stantec</td> <td>Tampa, FL</td> <td colspan="2">Civil Engineering</td> </tr> </table>						(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE		a.	Stantec	Tampa, FL	Civil Engineering	
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE											
a.	Stantec	Tampa, FL	Civil Engineering											

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.)</i> <i>Complete one Section F for each project.</i>		20. EXAMPLE PROJECT KEY NUMBER <div>10</div>	
21. TITLE AND LOCATION <i>(City and State)</i>		22. YEAR COMPLETED	
Rivercrest Community Development District Hillsborough County, FL		PROFESSIONAL SERVICES 2006-Ongoing	CONSTRUCTION <i>(if applicable)</i>
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Rivercrest CDD	Debby Nussel, Meritus Districts	813.873.7300	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size and cost)</i>			
<p>District Engineering services includes the operation and maintenance of District infrastructure, including stormwater management systems and clubhouse facilities. The Rivercrest CDD is a completed community with infrastructure that includes open space, stormwater management, and landscaped common areas and irrigation systems.</p> <p>The Stantec team is responsible for ongoing client and project coordination, account management, and project scheduling. Stantec was selected for annual district engineering services to assist the District Manager and Board of Supervisors to properly budget, operate, and maintain CDD infrastructure, which includes stormwater management facilities and recreation facilities.</p> <div>   </div>			

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

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS											
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
David A. Kemper, PE	Principal	•	•	•	•	•	•	•	•	•	•
Tonja L. Stewart, PE	Senior Project Manager	•	•	•	•	•	•	•	•	•	•
Vanessa Nurse	Technical and Administrative Supp					•			•		
Mark H. Foster, PSM	Lead Surveyor	•	•		•	•	•	•	•	•	•

29. EXAMPLE PROJECTS KEY			
NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Bridgewater Community Development District	6	Concord Station Community Development District
2	Meadow Pointe IV Community Development District	7	Ballantrae Community Development District
3	Gramercy Farms Community Development District	8	Northwood Community Development District
4	Bridgewater of Wesley Chapel Community Development District	9	Meadow Point III Community Development District
5	Oakstead Community Development District	10	Rivercrest Community Development District

H. ADDITIONAL INFORMATION

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

Stantec provides engineering, planning, permitting, and cost estimating services for Community Development Districts (CDDs), dependent and independent districts, Municipal Service Taxing Units/Benefit Units (MSTU/BU), and other special assessment districts. We have a current working relationship with Rizzetta, and have worked with several fully- developed CDD's within Pasco and Hillsborough Counties and the City of Tampa. We offer a total scope of services that includes, but is not limited to, the following:

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

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

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

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE




32. DATE

01/30/2020

33. NAME AND TITLE

David Kemper, Senior Principal

ARCHITECT - ENGINEER QUALIFICATIONS				1. SOLICITATION NUMBER <i>(If any)</i>		
PART II – GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>						
2a. FIRM (OR BRANCH OFFICE) NAME Stantec Consulting Services Inc.				3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER 07-872-1737	
2b. STREET 777 S Harbour Island Boulevard, Suite 600				5. OWNERSHIP		
2c. CITY Tampa		2d. STATE FL	2e. ZIP CODE 33602-3921	a. TYPE Corporation		
6a. POINT OF CONTACT NAME AND TITLE David A. Kemper, PE, Senior Principal				b. SMALL BUSINESS STATUS N/A		
6b. TELEPHONE NUMBER (813) 223-9500		6c. E-MAIL ADDRESS dave.kemper@stantec.com		7. NAME OF FIRM <i>(If block 2a is a branch office)</i> Stantec Inc.		
8a. FORMER FIRM NAME(S) <i>(If any)</i>				8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER	
MWH Americas Inc. Wilson Miller, Inc.				1993	14-865-2431	
				1956	55-683-5408	
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(See Below)</i>
		(1) Firm	(2) Branch			
02	Administrative	3606	31	B02	Bridges	9
06	Architect	958	0	C15	Construction Management	8
07	Biologist	247	1	C16	Construction Surveying	7
08	CAD Technician	662	6	E02	Educational Facilities, Classrooms	10
10	Chemical Engineer	60	1	E09	EIS, Assessments of Statements	10
12	Civil Engineer	2071	16	E12	Environmental Remediation	10
15	Construction Inspector	256	1	H07	Highways; Streets; Airfield Paving; Parking Lots	10
21	Electrical Engineer	671	2	H09	Hospital & Medical Facilities	10
23	Environmental Engineer	471	2	H11	Housing (Residential, Multi-Family, Apts, Condos)	10
24	Environmental Scientist	842	2	I01	Industrial Buildings, Manufacturing Plants	9
29	GIS Specialist	171	3	O01	Office Buildings, Industrial Parks	8
34	Hydrologist	83	1	P05	Planning (Comm., Regional, Areawide and State)	8
38	Land Surveyor	423	18	P06	Planning (Site, Installation, and Project)	8
39	Landscape Architect	204	3	R04	Recreation Facilities (Parks, Marinas, Etc.)	8
42	Mechanical Engineer	600	1	S04	Sewage Collection, Treatment and Disposal	9
47	Planner, Urban/Regional	262	4	S10	Surveying, Platting, Mapping, Flood Plain Studies	8
48	Project Manager	765	9	S13	Storm Water Handling & Facilities	7
57	Structural Engineer	654	2	T03	Traffic & Transportation Engineering	10
58	Technician/Analyst	1948	2	T04	Topographic Surveying and Mapping	4
60	Transportation Engineer	282	3	U02	Urban Renewals; Community Development	8
	Other	1732	0	W02	Water Resources, Hydrology, Ground Water	9
	Total	16968	108	W03	Water Supply, Treatment and Distribution	10
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER				
a. Federal Work	10	1. Less than \$100,000		6. \$2 million to less than \$5 million		
b. Non-Federal Work	10	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million		
c. Total Work	10	3. \$250,000 to less than \$500,000		8. \$10 million to less than \$25 million		
		4. \$500,000 to less than \$1 million		9. \$25 million to less than \$50 million		
		5. \$1 million to less than \$2 million		10. \$50 million or greater		
12. AUTHORIZED REPRESENTATIVE						
The foregoing is a statement of facts.						
a. SIGNATURE 					b. DATE January 1, 2018	
c. NAME AND TITLE David A. Kemper, PE, Senior Principal						



Design with
community in mind

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT**

August 5, 2021 Minutes of Regular Meeting and Public Hearing

Minutes of the Regular Meeting and Public Hearing

The Regular Meeting and Public Hearing of the Board of Supervisors for the Balm Grove Community Development District was held on **Thursday, August 5, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER

Brian Lamb called the Regular Meeting and Public Hearing of the Board of Supervisors of the Balm Grove Community Development District to order on **Thursday, August 5, 2021 at 4:04 p.m.**

Board Members Present and Constituting a Quorum:

Nick Dister	Chair
Ryan Motko	Vice-Chair
Steve Luce	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
John Vericker	District Counsel, Straley Robin Vericker
Vanessa Steinerts	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments.

3. RECESS TO PUBLIC HEARING

Mr. Lamb directed the Board to recess to the public hearing.

4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2022 BUDGET

A. Open the Public Hearing on Adopting Proposed Fiscal Year 2022 Budget

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

B. Staff Presentations

Mr. Lamb went over the budget and line items with the Board.

C. Public Comments

There were no public comments.

D. Consideration of Resolution 2021-33; Adopting Proposed Fiscal Year 2022 Budget

i. Consideration of FY 2021-2022 Budget Funding Agreement

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2021-33.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

The Board discussed a budget funding agreement to collect off-roll assessments.

MOTION TO:	Authorize staff to negotiate with the ownership entity on a funding agreement for those expenses related to the operations that may not be levied on the tax roll.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

E. Close the Public Hearing on Adopting Proposed Fiscal Year 2022 Budget

The public hearing was closed.

5. RETURN AND PROCEED TO REGULAR MEETING

Mr. Lamb directed the Board to return and proceed to the regular meeting.

6. VENDOR AND STAFF REPORTS

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

There were no further reports from staff at this time.

7. BUSINESS ITEMS

A. Consideration of District Engineer's Report

Mr. Lamb went over the Engineer's Report with the Board.

MOTION TO:	Approve the District Engineer's Report in substantial form.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

B. Consideration of Supplemental Assessment Methodology Report

The Board reviewed the Supplemental Assessment Methodology Report.

MOTION TO:	Approve the Supplemental Assessment Methodology Report in substantial form.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

C. Consideration of Resolution 2021-34; Delegation Resolution

- i. Supplemental Trust Indenture**
- ii. Bond Purchase Contract**
- iii. Preliminary Limited Offering Memorandum and Limited Offering Memorandum**
- iv. Continuing Disclosure Agreement**

The Board reviewed the resolution and related exhibits.

MOTION TO:	Approve Resolution 2021-34.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

D. Consideration of Resolution 2021-35; Extending Board Terms to Coincide with General Elections

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2021-35.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

E. Consideration of Resolution 2021-36; Setting Fiscal Year 2022 Meeting Schedule

The Board reviewed the resolution and meeting schedule.

MOTION TO:	Approve Resolution 2021-36.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

F. Consideration of Resolution 2021-37; Expansion Resolution

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2021-37.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

G. General Matters of the District

There were no additional general matters to discuss.

8. CONSENT AGENDA ITEMS

A. Consideration of Minutes of the Public Hearings, Audit Committee, and Regular Meeting June 3, 2021

The Board reviewed the minutes.

MOTION TO:	Approve the June 3, 2021 minutes.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

9. SUPERVISOR REQUESTS AND COMMENTS

There were no supervisor requests or comments.

10. AUDIENCE COMMENTS

There were no audience comments.

11. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Signature

Printed Name

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Official District Seal

Recorded by Records Administrator

Signature

Date

Balm Grove CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Monthly Contract Sub-Total		\$ 0.00		
Variable Contract				
Straley Robin Vericker	19604	\$ 1,464.00		Professional Services - General - thru 03/15/21
Straley Robin Vericker	19720	1,992.75		Professional Services - General - thru 04/15/21
Straley Robin Vericker	19988	363.95	\$ 3,820.70	Professional Services - General - thru 06/15/21
Variable Contract Sub-Total		\$ 3,820.70		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
ADA Site Compliance	1651	\$ 2,900.00		New Accessible & Compliant Website - 04/12/21
EGIS	13295	2,096.00		New Business - 05/01/21-10/01/21
Supervisor: Albert Viera	AV033021	200.00		Supervisor Fee - 03/30/21
Supervisor: Albert Viero	AV060321	200.00		Supervisor Fee - 06/03/21
Supervisor: Nick Dister	ND033021	200.00		Supervisor Fee - 03/30/21
Supervisor: Nick Dister	ND060321	200.00		Supervisor Fee - 06/03/21
Supervisor: Ryan Motko	RM033021	200.00		Supervisor Fee - 03/30/21
Supervisor: Ryan Motko	RM060321	200.00		Supervisor Fee - 06/03/21
Supervisor: Steve Luca	SL033021	200.00		Supervisor Fee - 03/30/21
Supervisor: Steve Luce	SL060321	200.00	\$ 1,600.00	Supervisor Fee - 06/03/21
Tampa Bay Times	314445 070721	1,685.00		O&M Assessments - 07/07/21

Balm Grove CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Tampa Bay Times	314445 071421	427.00	\$ 2,112.00	Budget Meeting - 07/14/21
Regular Services Sub-Total		\$ 8,708.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 12,528.70		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Balm Grove Community Development District

c/o Meritus

2005 Pan Am Circle, Ste 300

Tampa, FL 33607

March 22, 2021

Client: 001541

Matter: 000001

Invoice #: 19604

Page: 1

RE: General

For Professional Services Rendered Through March 15, 2021

51400/3107

SERVICES

Date	Person	Description of Services	Hours
12/16/2020	DCC	RECEIVE AND REVIEW PETITION.	0.3
3/8/2021	DCC	PREPARE FOR PUBLIC HEARING; REVIEW AGENDA AND BACK UP.	0.4
3/9/2021	DCC	ATTEND PUBLIC HEARING.	2.4
3/10/2021	DCC	RECEIVE AND REPLY TO COMMUNICATIONS FROM M. CAMPBELL REGARDING NEXT STEPS AND TIME TABLE; FOLLOW UP WITH COUNTY CLERK FOR COPY OF FINAL ORDINANCE; DRAFT DOCUMENTS FOR UPCOMING ORGANIZATIONAL MEETING.	1.1
3/12/2021	DCC	ATTEND TO MATTERS REGARDING STATUS OF PROJECT.	0.2
3/12/2021	LB	REVIEW CORRESPONDENCE RE ORGANIZATIONAL MEETING AND RELATED ITEMS; WORK ON NOTICE OF ESTABLISHMENT; PREPARE NOTICE OF ESTABLISHMENT FOR E-RECORDING.	0.5
3/15/2021	LB	FINALIZE RESOLUTIONS FOR ORGANIZATIONAL MEETING; PREPARE DRAFT RESOLUTION OF INTENT TO USE UNIFORM METHOD OF COLLECTION; PREPARE CORRESPONDENCE TO B. CRUTCHFIELD TRANSMITTING RESOLUTIONS AND DOCUMENTS FOR ORGANIZATIONAL MEETING.	0.9
Total Professional Services			5.8
			\$1,464.00

March 22, 2021

Client: 001541

Matter: 000001

Invoice #: 19604

Page: 2

PERSON RECAP

Person		Hours	Amount
DCC	Dana C. Collier	4.4	\$1,254.00
LB	Lynn Butler	1.4	\$210.00

Total Services	\$1,464.00
Total Disbursements	\$0.00
Total Current Charges	\$1,464.00

PAY THIS AMOUNT

\$1,464.00

Please Include Invoice Number on all Correspondence

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

April 27, 2021

Client: 001541

Matter: 000001

Invoice #: 19720

Page: 1

RE: General

51400/3107

For Professional Services Rendered Through April 15, 2021

SERVICES

Date	Person	Description of Services	Hours	
3/29/2021	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD ORGANIZATIONAL MEETING.	0.8	
3/30/2021	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.9	
4/6/2021	JMV	PREPARE LEGAL NOTICE FOR CDD BOARD MEETING; PREPARE PUBLIC HEARING NOTICES.	0.8	
4/6/2021	LB	PREPARE PUBLICATION ADS FOR UNIFORM METHOD OF COLLECTION, NOTICE OF RULEMAKING AND NOTICE OF RULE DEVELOPMENT.	0.7	
4/12/2021	LB	PREPARE DRAFT INSTRUCTIONS, BALLOT AND PROXY FOR LANDOWNERS ELECTION, DRAFT RESOLUTION CANVASSING AND CERTIFYING LANDOWNERS ELECTION, DRAFT OATH, DRAFT RESOLUTION DESIGNATING OFFICERS AFTER LANDOWNERS ELECTION, DRAFT RESOLUTION ADOPTING FY 2021 BUDGET AND DRAFT BUDGET FUNDING AGREEMENT.	1.8	
4/13/2021	JMV	PREPARE CDD BUDGET FUNDING AGREEMENT; PREPARE RESOLUTIONS FOR CDD BOARD MEETING; PREPARE LANDOWNER ELECTION DOCUMENTS.	1.3	
4/13/2021	LB	FINALIZE RESOLUTIONS AND LANDOWNERS ELECTION MATERIALS FOR MAY 6, 2021 MEETINGS; PREPARE CORRESPONDENCE TO B. CRUTCHFIELD TRANSMITTING SAME.	0.2	
4/14/2021	JMV	PREPARE RESOLUTION FOR CDD BOARD MEETING.	0.7	
Total Professional Services			7.2	\$1,894.50

April 27, 2021

Client: 001541

Matter: 000001

Invoice #: 19720

Page: 2

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	4.5	\$1,462.50
LB	Lynn Butler	2.7	\$432.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
3/16/2021	Simplefile E-Recording- Filing Fee-	\$40.75
4/1/2021	XPRESS DELIVERIES, LLC- Courier Service-	\$18.50
4/15/2021	Photocopies (260 @ \$0.15)	\$39.00
	Total Disbursements	\$98.25

Total Services	\$1,894.50
Total Disbursements	\$98.25
Total Current Charges	\$1,992.75

PAY THIS AMOUNT

\$1,992.75

Please Include Invoice Number on all Correspondence

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

June 29, 2021

Client: 001541

Matter: 000001

Invoice #: 19988

Page: 1

RE: General

51400/3107

For Professional Services Rendered Through June 15, 2021

SERVICES

Date	Person	Description of Services	Hours	
5/21/2021	JMV	PREPARE LEGAL NOTICES FOR CDD MEETING AND PUBLIC HEARINGS.	0.4	
5/24/2021	LB	FINALIZE PUBLICATION ADS FOR FY 2021/2022 BUDGET; PREPARE CORRESPONDENCE TO DISTRICT MANAGER TRANSMITTING SAME.	0.2	
6/3/2021	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.3	
6/3/2021	VTS	PREPARE FOR AND ATTEND BOARD MEETING.	0.3	
Total Professional Services			1.2	\$345.00

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	0.7	\$227.50
VTS	Vanessa T. Steinerts	0.3	\$85.50
LB	Lynn Butler	0.2	\$32.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
5/10/2021	XPRESS DELIVERIES, LLC- Courier Service-	\$18.50
6/15/2021	Photocopies (3 @ \$0.15)	\$0.45

June 29, 2021

Client: 001541

Matter: 000001

Invoice #: 19988

Page: 2

DISBURSEMENTS

Date	Description of Disbursements	Amount
	Total Disbursements	\$18.95
	Total Services	\$345.00
	Total Disbursements	\$18.95
	Total Current Charges	\$363.95
	PAY THIS AMOUNT	\$363.95

Please Include Invoice Number on all Correspondence

ADA Site Compliance
 6400 Boynton Beach Blvd 742721
 Boynton Beach, FL 33474
 accounting@adasitecompliance.com



Invoice

BILL TO
 Balm Grove CDD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1651	04/12/2021	\$2,900.00	04/26/2021	Net 14	

DESCRIPTION	AMOUNT
New Accessible & Compliant Website, Compliance Shield, Accessibility Policy, Technological Auditing.	2,900.00

BALANCE DUE

\$2,900.00

51300
~~5104~~ 5104



Balm Grove CDD
c/o Meritus Corp
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

INVOICE

Customer	Balm Grove CDD
Acct #	1096
Date	06/23/2021
Customer Service	Charisse Bitner
Page	1 of 1

Payment Information	
Invoice Summary	\$ 2,096.00
Payment Amount	
Payment for:	Invoice#13295
100120793	

Thank You

Please detach and return with payment



Customer: Balm Grove CDD

Invoice	Effective	Transaction	Description	Amount
13295	05/01/2021	New business	Policy #100120793 05/01/2021-10/01/2021 Florida Insurance Alliance Package - New business Due Date: 6/23/2021	2,096.00

53900
4502

				Total
				\$ 2,096.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	scimer@egisadvisors.com	06/23/2021

Balm Grove CDD

MEETING DATE: March 30, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary Accepted	\$200.00
Ryan Motko	X	Salary Accepted	\$200.00
Nick Dister	X	Salary Accepted	\$200.00
Albert Viera	X	Salary Accepted	\$200.00
Steve Luce	X	Salary Accepted	\$200.00

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BALM GROVE CDDMEETING DATE: June 3, 2021DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
Steve Luce	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
Ryan Motko	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00
ALBERT VIERO	<input checked="" type="checkbox"/>	Salary Accepted	\$200.00

SL 060321

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1101

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
07/ 7/21		BALM GROVE CDD	
Billing Date		Sales Rep	Customer Account
07/07/2021		Deirdre Almeida	314445
Total Amount Due			Ad Number
\$1,685.00			0000167532

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
07/07/21	07/07/21	0000167532	Times	Legals CLS	O&M Assessments AffidavitMaterial	1	4x10.25 IN	\$1,681.00 \$4.00

51300
4801

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
07/ 7/21		BALM GROVE CDD	
Billing Date		Sales Rep	Customer Account
07/07/2021		Deirdre Almeida	314445
Total Amount Due			Ad Number
\$1,685.00			0000167532

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

Received

JUL 12 2021

REMIT TO:

BALM GROVE CDD

C/O MERITUS CORP

2005 PAN AM CIRCLE, SUITE 300

TAMPA, FL 33607

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396


Tampa Bay Times
Published Daily

STATE OF FLORIDA
 COUNTY OF Hillsborough

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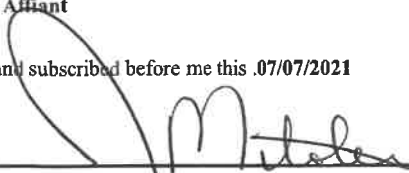
Before the undersigned authority personally appeared **Deirdre Almelda** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: O&M Assessments** was published in **Tampa Bay Times: 7/ 7/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



 Signature Affiant

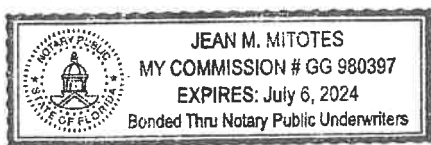
Sworn to and subscribed before me this **.07/07/2021**



 Signature of Notary Public

Personally known _____ **X** _____ or produced identification

Type of identification produced _____



NOTICE OF PUBLIC HEARING AND BOARD OF SUPERVISORS MEETING OF THE BALM GROVE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Balm Grove Community Development District (the "District") will hold a public hearing and a meeting on Thursday, August 5, 2021, at 2:00 p.m. at the offices of Meritus, 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2021-2022 proposed budget and the proposed levy of its annually recurring non-ad valorem special assessments for operation and maintenance to fund the items described in the proposed budget (the "O&M Assessments").

At the conclusion of the public hearing, the Board will, by resolution, adopt a final budget, provide for the levy, collection, and enforcement of the O&M Assessments, and certify an assessment roll. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it.

A copy of the proposed budget, preliminary assessment roll, and the agenda may be viewed on the District's website at least 2 days before the meeting, or may be obtained by contacting the District Manager's office via email at brian.lamb@merituscorp.com or via phone at (813) 873-7300.

The table below presents the proposed schedule of the O&M Assessments. Amounts are preliminary and subject to change at the meeting and in any future year.

SCHEDULE OF ANNUAL ASSESSMENTS ⁽¹⁾									
Lot Size	EAU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2021 Total Assessment	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment	Total Increase / (Decrease) in Annual Assmt
SINGLE-FAMILY 2021									
Single Family 40'	100	309	\$0.00	\$108.14	\$108.14	\$0.00	\$108.14	\$108.14	\$0.00
Single Family 50'	125	391	\$0.00	\$135.18	\$135.18	\$0.00	\$135.18	\$135.18	\$0.00
TOTAL		700							

Notations:

⁽¹⁾ Annual assessments include Hillsborough County collection costs and statutory discounts for early payment.

The O&M Assessments (in addition to debt assessments, if any) will appear on November 2021 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

The County Tax Collector will collect the assessments for all lots and parcels within the District. Alternatively, the District may elect to directly collect its assessments in accordance with Chapter 190, Florida Statutes. Failure to pay the District's assessments will cause a tax certificate to be issued against the property which may result in a loss of title or a foreclosure action to be



filed against the property. All affected property owners have the right to appear at the public hearing and to file written objections with the District within 20 days of publication of this notice.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 2 business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Brian Lamb
District Manager



tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
07/14/21	BALM GROVE CDD	
Billing Date	Sales Rep	Customer Account
07/14/2021	Deirdre Almeida	314445
Total Amount Due	Ad Number	
\$427.00	0000167537	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
07/14/21	07/14/21	0000167537	Times	Legals CLS	Budget Meeting	1	2x51 L	\$425.00
07/14/21	07/14/21	0000167537	Tampabay.com	Legals CLS	Budget Meeting AffidavitMaterial	1	2x51 L	\$0.00 \$2.00

51300
4801

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
07/14/21	BALM GROVE CDD	
Billing Date	Sales Rep	Customer Account
07/14/2021	Deirdre Almeida	314445
Total Amount Due	Ad Number	
\$427.00	0000167537	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

BALM GROVE CDD
C/O MERITUS CORP
2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33607

REMIT TO:

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

Received
JUL 21 2021

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Budget Meeting** was published in **Tampa Bay Times**: 7/14/21 in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **07/14/2021**

Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced

**Notice of Public Hearing and Board of Supervisors
Meeting of the Balm Grove Community
Development District**

The Board of Supervisors (the "Board") of the Balm Grove Community Development District (the "District") will hold a public hearing and a meeting on Thursday, August 5, 2021, at 2:00 p.m. at the offices of Meritus, 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607.

The purpose of the public hearing is to receive public comments on the proposed adoption of the District's fiscal year 2021-2022 proposed budget. A meeting of the Board will also be held where the Board may consider any other business that may properly come before it. A copy of the proposed budget and the agenda may be viewed on the District's website at least 2 days before the meeting, or may be obtained by contacting the District Manager's office via email at brian.lamb@merituscorp.com or via phone at (813) 873-7300.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. They may be continued to a date, time, and place to be specified on the record at the hearing or meeting. There may be occasions when staff or Board members may participate by speaker telephone.

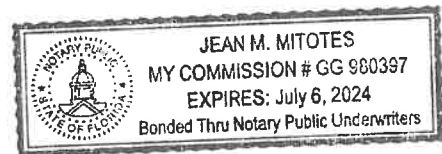
In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations because of a disability or physical impairment should contact the District Manager's office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District Manager's office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Brian Lamb
District Manager

Run Date: July 14, 2021

0000167537



Balm Grove CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Monthly Contract Sub-Total		\$ 0.00		
Variable Contract				
Straley Robin Vericker	20114	\$ 187.05		Professional Services - General - thru 07/15/21
Straley Robin Vericker	20243	779.00	\$ 966.05	Professional Services - General - thru 08/15/21
Variable Contract Sub-Total		\$ 966.05		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Supervisor: Albert Viero	AV080521	\$ 200.00		Supervisor Fee - 08/05/21
Supervisor: Nick Dister	ND080521	200.00		Supervisor Fee - 08/05/21
Supervisor: Ryan Motko	RM080521	200.00		Supervisor Fee - 08/05/21
Supervisor: Steve Luce	SL080521	200.00	\$ 800.00	Supervisor Fee - 08/05/21
Regular Services Sub-Total		\$ 800.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 1,766.05		

Approved (with any necessary revisions noted):

Balm Grove CDD Community Development District Summary of Operations and Maintenance Invoices

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

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

July 27, 2021

Client: 001541

Matter: 000001

Invoice #: 20114

Page: 1

RE: General

For Professional Services Rendered Through July 15, 2021

SERVICES

Date	Person	Description of Services	Hours	
7/12/2021	LB	REVIEW PROPOSED BUDGET FOR FY 2021-2022; PREPARE DRAFT RESOLUTION ADOPTING BUDGET AND DRAFT DEVELOPER BUDGET FUNDING AGREEMENT.	0.8	
Total Professional Services			0.8	\$128.00

PERSON RECAP

Person	Hours	Amount
LB Lynn Butler	0.8	\$128.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
6/25/2021	XPRESS DELIVERIES, LLC- Courier Service-	\$57.25
7/15/2021	Photocopies (12 @ \$0.15)	\$1.80
Total Disbursements		\$59.05

July 27, 2021

Client: 001541

Matter: 000001

Invoice #: 20114

Page: 2

Total Services	\$128.00	
Total Disbursements	\$59.05	
Total Current Charges		\$187.05

PAY THIS AMOUNT

\$187.05

Please Include Invoice Number on all Correspondence

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

August 23, 2021

Client: 001541

Matter: 000001

Invoice #: 20243

Page: 1

RE: General

For Professional Services Rendered Through August 15, 2021

SERVICES

Date	Person	Description of Services	Hours	
7/21/2021	JMV	PREPARE CDD BUDGET RESOLUTION.	0.6	
7/21/2021	LB	FINALIZE RESOLUTION ADOPTING FY 2021-2022 BUDGET AND BUDGET FUNDING AGREEMENT; PREPARE CORRESPONDENCE TO DISTRICT MANAGER TRANSMITTING RESOLUTION AND BUDGET FUNDING AGREEMENT.	0.2	
7/28/2021	JMV	REVIEW COMMUNICATION FROM B. CRUTCHFIELD RE: CDD SUPERVISOR TERMS; PREPARE RESOLUTION RE: CDD ELECTION TERMS.	0.5	
7/28/2021	LB	REVIEW CORRESPONDENCE FROM B. CRUTCHFIELD AND TERMS OF BOARD SUPERVISORS; PREPARE DRAFT RESOLUTION SETTING BOARD SUPERVISORS TERMS TO EVEN YEARS.	0.3	
8/2/2021	JMV	REVIEW COMMUNICATION FROM B. CRUTCHFIELD; REVIEW LEGAL NOTICE.	0.2	
8/4/2021	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.2	
8/5/2021	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.3	
8/5/2021	VTS	PREPARE FOR AND ATTEND BOARD MEETING.	0.4	
Total Professional Services			2.7	\$779.00

August 23, 2021

Client: 001541

Matter: 000001

Invoice #: 20243

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PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	1.8	\$585.00
VTs	Vanessa T. Steinerts	0.4	\$114.00
LB	Lynn Butler	0.5	\$80.00

Total Services	\$779.00	
Total Disbursements	\$0.00	
Total Current Charges		\$779.00

PAY THIS AMOUNT

\$779.00

Please Include Invoice Number on all Correspondence

BALM GROVE CDD

MEETING DATE: August 05, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	X	Salary Accepted	\$200.00
Steve Luce	X	Salary Accepted	\$200.00
Ryan Motko	X	Salary Accepted	\$200.00
ALBERT VIERO	X	Salary Accepted	\$200.00

AV 080521