

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**June 1, 2022**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

# Preserve at Savannah Lakes Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

May 25, 2022

### ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Preserve at Savannah Lakes Community Development District

Dear Board Members:

The Board of Supervisors of the Preserve at Savannah Lakes Community Development District will hold a Regular Meeting on June 1 2022, at 11:00 a.m., at the offices of Culpepper & Terpening, Inc., 2960 South 25th Street, Fort Pierce, Florida 34981. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2022-33, Approving Proposed Budgets for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing for an Effective Date
4. Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date
5. Consideration of Resolution 2022-34, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2022/2023 and Providing for an Effective Date
6. Consideration of Resolution 2022-35, Declaring Special Assessments on Boundary Amendment Parcel
7. Consideration of Resolution 2022-36, Declaring Intent to Use Uniform Method of Collection on Boundary Amendment Parcel
8. Discussion: Project Status
9. Consideration of Stormwater Management Needs Proposal
10. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
  - A. Affidavit of Publication

- B. RFQ Package
- C. Respondent(s): *Culpepper & Terpening, Inc.*
- D. Competitive Selection Criteria/Ranking
- E. Award of Contract

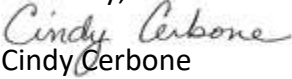
- 11. Acceptance of Unaudited Financial Statements as of April 30, 2022
- 12. Approval of March 21, 2022 Public Hearings and Regular Meeting Minutes
- 13. Staff Reports
  - A. District Counsel: *KE Law Group, PLLC*
  - B. District Engineer [Interim]: *Culpepper & Terpening, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: TBD
  - QUORUM CHECK

<b>JON SEIFEL</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>MICHAEL CAPUTO</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>TIMOTHY SMITH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>CANDICE SMITH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>GREG MEATH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>

- 14. Board Members' Comments/Requests
- 15. Public Comments
- 16. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294.

Sincerely,  
  
 Cindy Cerbone  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 801 901 3513**

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**3**

**RESOLUTION 2022-33**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Preserve at Savannah Lakes Community Development District (“**District**”) was recently established by the City Commission of the City of Fort Pierce, St. Lucie County, Florida, effective November 1, 2021 and

**WHEREAS**, the District Manager has prepared and submitted to the Board of Supervisors of the Preserve at Savannah Lakes Community Development District (“**Board**”) the proposed operating budgets for Fiscal Year 2022/2023; and

**WHEREAS**, the Board has considered the proposed budgets and desires to set the required public hearings thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The operating budgets proposed by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** are hereby approved as the basis for conducting public hearings to adopt said budgets.

**SECTION 2.** The public hearing on the approved budget are hereby declared and set for the following date, hour, and location:

**DATE:** \_\_\_\_\_  
**HOUR:** \_\_\_\_\_  
**LOCATION:** Offices of Culpepper & Terpening, Inc.  
2960 South 25th Street  
Fort Pierce, Florida 34981

**SECTION 3.** The District Manager is hereby directed to submit a copy of the proposed budgets to St. Lucie County at least sixty (60) days prior to the hearings set above.

**SECTION 4.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2. If the District does not have its own website, the District’s Secretary is directed to transmit the approved budget to the manager or administrator of St. Lucie County for posting on its website.

**SECTION 5.** Notice of the public hearing shall be published in the manner prescribed in Florida law.

**SECTION 6.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A**

Fiscal Year 2022/2023 Budget

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2023**



**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
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**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022	Total Actual & Projected	
<b>REVENUES</b>					
Landowner contribution	\$ 78,590	\$ 10,868	\$ 68,056	\$ 78,924	\$ 100,690
Total revenues	<u>78,590</u>	<u>10,868</u>	<u>68,056</u>	<u>78,924</u>	<u>100,690</u>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Supervisors	-	-	-	-	-
Management/accounting/recording	36,000	12,000	24,000	36,000	48,000
Legal	25,000	2,509	22,491	25,000	25,000
Engineering	2,000	-	2,000	2,000	5,000
Audit	-	-	-	-	4,075
Arbitrage rebate calculation*	-	-	-	-	750
Dissemination agent**	-	-	334	334	1,000
Trustee***	-	-	-	-	6,750
Telephone	150	50	100	150	150
Postage	500	-	500	500	500
Printing & binding	375	125	250	375	375
Legal advertising	6,500	489	6,011	6,500	2,000
Annual special district fee	175	-	175	175	175
Insurance	5,500	-	5,500	5,500	5,500
Contingencies/bank charges	500	-	500	500	500
Website		-	-	-	
Hosting & maintenance	1,680	-	1,680	1,680	705
ADA compliance	210	-	210	210	210
Total expenditures	<u>78,590</u>	<u>15,173</u>	<u>63,751</u>	<u>78,924</u>	<u>100,690</u>
Net increase/(decrease) of fund balance	-	(4,305)	4,305	-	-
Fund balance - beginning (unaudited)	-	-	(4,305)	-	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ (4,305)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

\*This expense will be realized the year after the issuance of bonds.

\*\*This expense will be realized when bonds are issued

\*\*\*This expense is paid from the costs of issuance in the initial year. Thereafter, this will be a budgeted expense.

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Management/accounting/recording	\$ 48,000
<p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	25,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	5,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	4,075
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	750
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>	
Trustee	6,750
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	150
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	375
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	2,000
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	500
<p>Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	
Hosting & maintenance	705
ADA compliance	210
Total expenditures	<u><u>\$ 100,690</u></u>

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2022-14**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2021/2022 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Preserve at Savannah Lakes Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2021/2022 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2021/2022 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2021/2022 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**EXHIBIT "A"**

<b>PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Offices of Culpepper &amp; Terpening, Inc., 2960 South 25<sup>th</sup> Street, Fort Pierce, Florida 34981</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>July __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>
<b>August __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>
<b>September __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2022-34**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS FOR FISCAL YEAR 2022/2023 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Preserve at Savannah Lakes Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2022/2023 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2022/2023 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2022/2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors



**EXHIBIT "A"**

<b>PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Offices of Culpepper &amp; Terpening, Inc., 2960 South 25<sup>th</sup> Street, Fort Pierce, Florida 34981</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
October __, 2022	Regular Meeting	__:__ AM/PM
November __, 2022	Regular Meeting	__:__ AM/PM
December __, 2022	Regular Meeting	__:__ AM/PM
January __, 2023	Regular Meeting	__:__ AM/PM
February __, 2023	Regular Meeting	__:__ AM/PM
March __, 2023	Regular Meeting	__:__ AM/PM
April __, 2023	Regular Meeting	__:__ AM/PM
May __, 2023	Regular Meeting	__:__ AM/PM
June __, 2023	Regular Meeting	__:__ AM/PM
July __, 2023	Regular Meeting	__:__ AM/PM
August __, 2023	Regular Meeting	__:__ AM/PM
September __, 2023	Regular Meeting	__:__ AM/PM

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

## RESOLUTION 2022-35

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS FOR A BOUNDARY AMENDMENT PARCEL; DESIGNATING THE NATURE AND LOCATION OF THE PROPOSED IMPROVEMENTS; DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID; DESIGNATING THE LANDS UPON WHICH THE ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT AND A PRELIMINARY ASSESSMENT ROLL; ADDRESSING THE SETTING OF PUBLIC HEARINGS; PROVIDING FOR PUBLICATION OF THIS RESOLUTION; AND ADDRESSING CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Preserve at Savannah Lakes Community Development District (“**District**”) is a local unit of special-purpose government organized and existing under and pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is authorized by Chapter 190, *Florida Statutes*, to finance, fund, plan, establish, acquire, install, equip, operate, extend, construct, or reconstruct roadways, sewer and water distribution systems, stormwater management/earthwork improvements, landscape, irrigation and entry features, conservation and mitigation, street lighting and other infrastructure projects, and services necessitated by the development of, and serving lands within, the District; and

**WHEREAS**, on March 21, 2022, and after notice and a public hearing, the District’s Board of Supervisors adopted Resolution 2022-29 and determined to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the District’s overall capital improvement plan as described in the *Engineer’s Report*, dated January 10, 2022 (“**Project**”), which is attached hereto as **Exhibit A** and incorporated herein by reference; and

**WHEREAS**, as part of Resolution 2022-29, the District determined that it is in the best interest of the District to pay for all or a portion of the cost of the Project by the levy of special assessments (“**Assessments**”) using the methodology set forth in that *Master Special Assessment Methodology Report*, dated January 10, 2022, as revised \_\_\_\_\_, 2022, which is attached hereto as **Exhibit B**, incorporated herein by reference, and on file with the District Manager at c/o Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“**District Records Office**”); and

**WHEREAS**, on May 16, 2022, and at the request of the District’s Board of Supervisors, the City Commission of the City of Fort Pierce, Florida adopted Ordinance No. 22-013,

expanding the District's boundaries to include a "**Boundary Amendment Parcel**," which is described herein as **Exhibit C**; and

**WHEREAS**, the District now desires to levy the Assessments on the Boundary Amendment Parcel, which is part of the District's Project as set forth in **Exhibit A**;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT:**

1. **AUTHORITY FOR THIS RESOLUTION; INCORPORATION OF RECITALS.** This Resolution is adopted pursuant to the provisions of Florida law, including without limitation Chapters 170, 190 and 197, *Florida Statutes*. The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.

2. **DECLARATION OF ASSESSMENTS.** The Board hereby declares that, with respect to the Boundary Amendment Parcel, the Board has determined to undertake the Project and to defray all or a portion of the cost thereof by the Assessments.

3. **DESIGNATING THE NATURE AND LOCATION OF IMPROVEMENTS.** The nature and general location of, and plans and specifications for the Project, including the portion that relates to the Boundary Amendment Parcel, are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.

4. **DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID.**

A. The total estimated cost of the Project, including the portion that relates to the Boundary Amendment Parcel, is **\$19,400,000** ("**Estimated Cost**").

B. The Assessments, including the portion that relates to the Boundary Amendment Parcel, will defray approximately **\$25,000,000**, which is the anticipated maximum par value of any bonds and which includes all or a portion of the Estimated Cost, as well as other financing-related costs, as set forth in **Exhibit B**, and which is in addition to interest and collection costs. On an annual basis, the Assessments will defray no more than approximately **\$1,446,000** per year, again as set forth in **Exhibit B**.

C. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, as may be modified by supplemental assessment resolutions. The Assessments will constitute a "master" lien, which may be imposed without further public hearing in one or more separate liens each securing a series of bonds, and each as determined by supplemental

assessment resolution. With respect to each lien securing a series of bonds, the special assessments shall be paid in not more than (30) thirty yearly installments. The special assessments may be payable at the same time and in the same manner as are ad-valorem taxes and collected pursuant to Chapter 197, *Florida Statutes*; provided, however, that in the event the uniform non ad-valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law, including but not limited to by direct bill. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right to select collection methods in any given year, regardless of past practices.

5. **DESIGNATING THE LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED.** The Assessments securing the Project shall be levied on the lands within the District, including the Boundary Amendment Parcel, as described in **Exhibit B**, and as further designated by the assessment plat hereinafter provided for.

6. **ASSESSMENT PLAT.** Pursuant to Section 170.04, *Florida Statutes*, there is on file, at the District Records Office, an assessment plat showing the area to be assessed with certain plans and specifications describing the Project and the estimated cost of the Project, all of which shall be open to inspection by the public.

7. **PRELIMINARY ASSESSMENT ROLL.** Pursuant to Section 170.06, *Florida Statutes*, the District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District’s preliminary assessment roll.

8. **PUBLIC HEARINGS DECLARED; DIRECTION TO PROVIDE NOTICE OF THE HEARINGS.** Pursuant to Sections 170.07 and 197.3632(4)(b), *Florida Statutes*, among other provisions of Florida law, there are hereby declared two public hearings to be held as follows:

**NOTICE OF PUBLIC HEARINGS**

DATE:	_____, 2022
TIME:	11:15 a.m.
LOCATION:	Culpepper & Terpening, Inc. 2980 S. 25 <sup>th</sup> Street Fort Pierce, Florida 34981

The purpose of the public hearings is to hear comment and objections to the proposed special assessment program for District improvements as identified in the preliminary

assessment roll, a copy of which is on file and as set forth in **Exhibit B**. Interested parties may appear at that hearing or submit their comments in writing prior to the hearings at the District Records Office.

Notice of said hearings shall be advertised in accordance with Chapters 170, 190 and 197, *Florida Statutes*, and the District Manager is hereby authorized and directed to place said notice in a newspaper of general circulation within St. Lucie County (by two publications one week apart with the first publication at least twenty (20) days prior to the date of the hearing established herein). The District Manager shall file a publisher's affidavit with the District Secretary verifying such publication of notice. The District Manager is further authorized and directed to give thirty (30) days written notice by mail of the time and place of this hearing to the owners of all property to be assessed and include in such notice the amount of the assessment for each such property owner, a description of the areas to be improved and notice that information concerning all assessments may be ascertained at the District Records Office. The District Manager shall file proof of such mailing by affidavit with the District Secretary.

9. **PUBLICATION OF RESOLUTION.** Pursuant to Section 170.05, *Florida Statutes*, the District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) weeks) in a newspaper of general circulation within St. Lucie County and to provide such other notice as may be required by law or desired in the best interests of the District.

10. **CONFLICTS.** All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed. As a point of clarification, Resolution 2022-29 remains in full force and effect, and the intent of this Resolution is solely to add the Boundary Amendment Parcel to the property subject to the Assessments originally levied pursuant to Resolution 2022-29.

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

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

[CONTINUED ON NEXT PAGE]

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** *Engineer's Report*, dated January 10, 2022

**Exhibit B:** *Master Special Assessment Methodology Report*, dated January 10, 2022, as revised \_\_\_\_\_, 2022

**Exhibit C:** Legal Description of Boundary Amendment Parcel

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**7**



**RESOLUTION 2022-36**

**[UNIFORM METHOD SETTING RESOLUTION - EXPANSION PARCEL]**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION OF A PUBLIC HEARING REGARDING THE DISTRICT'S INTENT TO USE THE UNIFORM METHOD FOR THE LEVY, COLLECTION, AND ENFORCEMENT OF NON-AD VALOREM SPECIAL ASSESSMENTS AS AUTHORIZED BY SECTION 197.3632, FLORIDA STATUTES; AUTHORIZING THE PUBLICATION OF THE NOTICE OF SUCH HEARING; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Preserve at Savannah Lakes Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District pursuant to the provisions of Chapter 190, *Florida Statutes*, is authorized to levy, collect and enforce certain special assessments, which include benefit and maintenance assessments and further authorizes the Board of Supervisors of the District ("**Board**") to levy, collect and enforce special assessments pursuant to Chapters 170 and 190, *Florida Statutes*; and

**WHEREAS**, effective May 16, 2022, the boundaries of the District were amended by Ordinance #22-013 of the City Commission of the City of Fort Pierce, Florida, to include additional lands within the boundaries of the District ("**Expansion Parcel**"); and

**WHEREAS**, the District desires to use the uniform method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes* ("**Uniform Method**") on lands located within the Expansion Parcel.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT:**

- 1. PUBLIC HEARING.** A Public Hearing will be held on the District's intent to adopt the Uniform Method for those lands located within the Expansion Parcel on \_\_\_\_\_, 2022, at \_\_\_\_\_ .m., at \_\_\_\_\_.
- 2. PUBLICATION.** The District Secretary is directed to publish notice of the hearing in accordance with Section 197.3632, *Florida Statutes*.
- 3. EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**PRESERVE AT SAVANNAH LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson, Board of  
Supervisors

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**10A**

# Treasure Coast Newspapers

PART OF THE USA TODAY NETWORK

St. Lucie News-Tribune  
1939 SE Federal Highway, Stuart, FL 34994  
AFFIDAVIT OF PUBLICATION

**PRESERVE AT SAVANNAH LAKES CMNTY DEV  
2300 GLADES RD, SUTE 410W  
BOCA RATON FL 33431**

STATE OF WISCONSIN  
COUNTY OF BROWN

Before the undersigned authority personally appeared, Vicky Felty, who on oath says that she is a legal clerk Manager of the St. Lucie News-Tribune, a daily newspaper published at Fort Pierce in St. Lucie County, Florida: that the attached copy of advertisement was published in the St. Lucie News-Tribune in the following issues below. Affiant further says that the said St Lucie News-Tribune is a newspaper published in Fort Pierce, in said St. Lucie County, Florida, and that said newspaper has heretofore been continuously published in said St. Lucie County, Florida, daily and distributed in St. Lucie County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid or 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. The St. Lucie News-Tribune has been entered as Periodical Matter at the Post Offices in Fort Pierce, St. Lucie County, Florida and has been for a period of one year next preceding the first publication of the attached copy of advertisement.

3/18/2022

*D. Roberts*

Subscribed and sworn to before on May 25, 2022

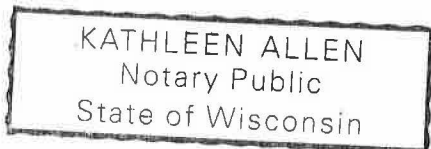
*Kathleen Allen*

Notary, State of WI, County of Brown

*1-7-25*

My commission expires

Publication Cost: \$266.76  
Ad No: 0005179990  
Customer No: 5615710010  
PO#:



**REQUEST FOR  
QUALIFICATIONS FOR  
ENGINEERING SERVICES  
FOR THE PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT  
DISTRICT**

*RFQ for Engineering Services*

The Preserve at Savannah Lakes Community Development District ("District"), located in St. Lucie County, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater systems, and other public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual ("**Applicant**") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("**Qualification Statement**") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience St. Lucie County, Florida; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on April 1, 2022 by email to gillyardd@whhassociates.com ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

**District Manager**  
Pub: March 18, 2022  
TCN5179990

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**10B**



**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT**

*RFQ for Engineering Services*

The Preserve at Savannah Lakes Community Development District (“**District**”), located in the City of Fort Pierce, St Lucie County, Florida, announces that professional engineering services will be required on a continuing basis for the District’s stormwater systems, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual (“**Applicant**”) desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement (“**Qualification Statement**”) of its qualifications and past experience on U.S. General Service Administration’s “Architect-Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant’s professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant’s willingness to meet time and budget requirements; d) the Applicant’s past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the City of Fort Piece/St Lucie County; e) the geographic location of the Applicant’s headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“**CCNA**”). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on March 14, 2022 by email to gillyardd@whhassociates.com (“**District Manager’s Office**”).

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse

Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

**PRESERVE AT SAVANNAH LAKES COMMUNITY DEVELOPMENT DISTRICT**

**DISTRICT ENGINEER PROPOSALS**

**COMPETITIVE SELECTION CRITERIA**

**1) Ability and Adequacy of Professional Personnel** (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

**2) Consultant's Past Performance** (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

**3) Geographic Location** (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

**4) Willingness to Meet Time and Budget Requirements** (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

**5) Certified Minority Business Enterprise** (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

**6) Recent, Current and Projected Workloads** (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

**7) Volume of Work Previously Awarded to Consultant by District** (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**10C**



# **RFQ FOR ENGINEERING SERVICES PRESERVE AT SAVANNAH LAKES**

**ST. LUCIE COUNTY, FLORIDA**



**CULPEPPER &  
TERPENING INC**

## **QUALIFICATION STATEMENT**

March 14, 2022

C&T Project No. 21-154

Certificate of Authorization No. 4286

**PREPARED BY**  
Culpepper & Terpening, Inc.  
2980 S. 25<sup>th</sup> Street  
Fort Pierce, FL 34981  
Tel. 772-464-3537  
[www.ct-eng.com](http://www.ct-eng.com)

**PREPARED FOR**  
District Manager's Office  
c/o Wrathell, Hunt and Associates, LLC  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431  
[gillyardd@whhassociates.com](mailto:gillyardd@whhassociates.com)



March 14, 2022

C&T Project No. 21-154

**VIA: Hand Delivery**

District Manager's Office  
c/o Wrathell, Hunt and Associates, LLC  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431

**Re: RFQ for Engineering Services for Preserve at Savannah Lakes CDD  
Letter of Transmittal**

Dear District Manager:

**Culpepper & Terpening, Inc.**, is pleased to provide our response to the Preserve at Savannah Lakes Community Development District's **Request For Qualifications for Engineering Services**. Our submittal outlines our professional qualifications, our task approach, our past performance and our familiarity with local conditions. In support of this response we have enclosed a copy of the following for your consideration:

- One (1) electronic copy of the Qualification Statement and Standard Form No. 330.

For almost 45 years, Culpepper and Terpening, Inc. (C&T) has been providing unparalleled civil engineering, survey and construction management services for our clients throughout Florida's Treasure Coast. Our team of professionals has been specifically selected to provide complete engineering, surveying and CEI, services related to the needs of the Preserve at Savannah Lakes Community. At C&T, we believe in providing a full-service approach for our clients, collaborating with our internal staff as well as external sub-consultant experts to ensure a successful project.

Of the 21 active residential Special Districts in St. Lucie County (not including subordinate Districts & Special Purpose Public Districts), Culpepper and Terpening has the privilege of serving as the District Engineer to the following fourteen local Community Development Districts:

<u>Community Development District's</u>	<u>District Engineer</u>
1.) Tradition Community Development District	Mr. J.P. "Butch" Terpening, P.E
2.) Southern Grove Community Development District	Mr. J.P. "Butch" Terpening, P.E
3.) Veranda Community Development District I	Mr. J.P. "Butch" Terpening, P.E
4.) Copper Creek Community Development District	Mr. J.P. "Butch" Terpening, P.E
5.) Creekside Community Development District	Mr. J.P. "Butch" Terpening, P.E
6.) Lake Lucie Community Development District	Mr. Stefan Matthes, P.E.
7.) Portofino Isle Community Development District	Mr. J.P. "Butch" Terpening, P.E
8.) Portofino Shore Community Development District	Mr. Stefan Matthes, P.E.
9.) Portofino Landings Community Development District	Mr. Stefan Matthes, P.E.
10.) River Place Community Development District	Mr. J.P. "Butch" Terpening, P.E
11.) Tesoro Community Development District	Mr. J.P. "Butch" Terpening, P.E
12.) Villa Vizcaya Community Development District	Mr. Stefan Matthes, P.E.
13.) Portofino Court CDD	Mr. Stefan Matthes, P.E.
14.) Veranda Community Development District II	Mr. J.P. "Butch" Terpening, P.E



In addition, to the fourteen (14) CDD districts cited above, Culpepper and Terpening has provided engineering services, on project specific activities, to the St. Lucie West Community Development District, the Reserve Community Development District, and the City of Port St. Lucie Community Redevelopment District. We are familiar with the function, operations and responsibilities of the Community Development District and we look forward to being able to include the Preserve at Savannah Lakes Community Development District into our family of clients.

**Culpepper and Terpening** has a unique and special understanding of the community's infrastructure designs, limitations and needs. The 'up-close' understanding of the District will allow us to advise the District Governing Board with reviews and assessments that are the most accurate possible. There is no learning curve for us on this request. Our strengths that we would highlight as it relates to this request for qualifications include:

- Accessibility: Our firm is located in St. Lucie County and we are less than a 10 - minute drive from the District.
- Customer Service Orientation: from beginning to end, our first responsibility in asset implementation is to the customer not to developer;
- Database Management: proposed real-time reporting of application status and monitoring of pending issues;
- Oversight of District Improvements Certifications/Turnover: Hydrology, Water-Use, Driveway Connections, and Environmental elements of each project within the District;
- Internal plat review and procurement of easements; and
- Local Funding: assist in sourcing available funding through inter-local agreements.

**Culpepper & Terpening, Inc.** would be honored to be considered as a member of the Preserve at Savannah Lakes CDD's team, and we look forward to being able to provide the District with all of the Engineering services required, as it embarks on many new and exciting projects.

If you should have any questions or require any additional information regarding this matter, please do not hesitate to contact us at 772-464-3537 or via email at [bterpening@ct-eng.com](mailto:bterpening@ct-eng.com).

Sincerely,

**CULPEPPER & TERPENING, INC.**

  
James P. "Butch" Terpening, P.E.  
C.O.O.

  
Stefan K. Mathes, P.E.  
Senior Vice President

Enclosures: As referenced above



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**Firm Overview**

For almost 45 years, Culpepper and Terpening, Inc. (C&T) has been providing unparalleled civil engineering, survey and construction management services for our clients throughout Florida’s Treasure Coast. At C&T, we believe in providing a full-service approach for our clients, emphasizing collaborating with our internal staff as well as appropriate use of external sub-consultant experts to ensure a successful project review. Our team of professionals has been specifically selected to provide complete engineering, surveying and CEI services related to the needs of the Preserve at Savannah Lakes Community Development District.

**Ownership Interest:**

Culpepper and Terpening, Inc. is a Florida Corporation, #H85712, incorporated November 19, 1985. Culpepper and Terpening, Inc., EIN is #592606420. Our current Officers of the Corporation are:

- Sherry T. Terpening, President/CFO & Owner
- James “Butch” P. Terpening, Jr., PE, COO
- Stefan K. Matthes, PE, Senior Vice-President & Secretary
- Thomas J. Kiernan, PSM, Vice-President

**Professional Licenses:**

- State of Florida Board of Professional Engineers License #4286.
- State of Florida Board of Professional Surveyors and Mappers License #LB4286.

**Certification By The Women’s Business Development Council of Florida:**

Culpepper and Terpening, Inc., has been certified by the National Women’s Business Enterprise National Council as a Women’s Business Enterprise (WBE), through Certificate Number WBE1700490.

**FDOT Certification:**

Culpepper and Terpening, Inc., is FDOT Pre-Qualified, for limited contracts, in Highway Design (3.1 & 3.2); Traffic Eng & Op Studies (6.1 and 6.2); Traffic Ops Design (7.1 and 7.3); Survey and Mapping (8.1, 8.2 & 8.3); CEI (10.1) and Planning (13.5 & 13.6).

**Professional Affiliations:**

Culpepper & Terpening, Inc. is proud to be actively affiliated with the following professional organizations:

List of Professional Affiliations	
▪ American Society of Civil Engineers	▪ Florida Surveying and Mapping Society
▪ National Society of Professional Engineers	▪ Florida Institute of Consulting Engineers
▪ Florida Engineering Society	▪ National Society of Professional Surveyors
▪ Institute of Transportation Engineers	▪ American Planning Association
▪ American Water Works Association	▪ Associated General Contractors



**1) Ability and Adequacy of Professional Personnel**

**Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.**

To meet the engineering needs of the Preserve at Savannah Lakes Community Development District, we propose the following team of professionals from Culpepper and Terpening to serve as staff to the District:

Personnel Summary	
District Engineer:	James P. Terpening, PE
Asst. District Engineer:	Stefan K. Matthes, PE
Support Staff - Transportation	Stefan K. Matthes, PE/Eliot Brown, PE
Support Staff - Civil Engineering	Joshua Killian, P.E.
Support Staff - Utility Systems (Water/Sewer)	Stefan K. Matthes, PE
Support Staff - Drainage	Kelly Cranford, PE
Support Staff - Construction Inspection	Marcelo Dimitriou, PE
Support Staff - Survey	Thomas Kiernan, PSM

In addition to the above, Culpepper and Terpening has a full range of experienced technical support staff to assist the project team.

Our overall project team will be led by **Mr. James P. “Butch” Terpening, PE**. Butch brings over 40 years of engineering design experience to the team. Over the past 20 years, Butch has had the privilege of being the District Engineer for nine (9) other Community Development Districts in St. Lucie County alone.

As founder, principal-in-charge, and visionary for the firm, “Butch”, is a true hands-on company President, spearheading all project initiatives. Butch provides expertise in the areas of entitlements, project management, design, permitting, construction management and finance. Working in close association with the client and other team members, Butch seeks to find innovative solutions and develop key strategies to be used in the development and execution of a project. This dedication to service provides the foundation for of the firm’s work ethic and commitment to meeting each client’s goals.

Butch is recognized for his ability to obtain public participation, concurrence, and acceptance in permitting, Butch takes pride in the added value that these relationships provide his clients. Efforts in this arena have involved many aspects of media communications that have thus gained the public’s trust for the firm’s projects and the Culpepper and Terpening, Inc. name.

In addition to Butch, our project team for the Preserve at Savannah Lakes Community Development District will be:

**Stefan K. Matthes, PE, Assistant District Engineer/Project Manager:**

With over 35 years of Professional Engineering experience, Stefan Matthes, P.E., Senior Vice President of Culpepper and Terpening, has engineered and overseen the design, management, and construction of over 300 municipal or public sector projects throughout Florida. His experiences include project design, permitting and construction administration for a wide range of utility improvement projects. Mr. Matthes is the firms’ FDOT Specialist in roadway design and associated utility corridor permitting, much of which has been through the FDOT’s Local Agency Program (LAP) project development process. Stefan has extensive permitting experience with the Florida Department of Transportation, the Florida Department of Environmental Protection, South Florida Water Management District, ACOE, FEMA and the United States Coast Guard, along with most local government agencies throughout the Treasure Coast.



In addition to his experience of being the District Engineer for five (5) local CDD, over the past 15 years, Stef has completed several project designs in the Tradition CDD I and its surrounding areas, including the driveway design, roadway design, signalization of intersections, and traffic reports & studies. In addition to his expertise in transportation design, Stef has overseen the preparation of individual site construction plans and obtaining all required permitting for various land development and commercial projects.

**Joshua Killian, PE, Project Engineer (Drainage):**

Josh brings years of successful storm water management design experience to the team. Mr. Killian has extensive design experience with the ICPR4 modeling program, as well as permit processing experience through the South Florida Water Management District; the St. Johns River Water Management District; the North St. Lucie River Water Control District and the US Army Corps of Engineers.

He recently designed a large project in western Martin County which included the development of the successful regional model of the Clementsville area of Martin County resulting in a stormwater design which replaced a historically pumped system with gravity discharge, saving the County extensive operational costs.

**Kelly Cranford, PE, Project Engineer (Civil)**

With over 30 years of experience, Kelly Cranford, P.E. will use her engineering experience in both the private and public sectors to scope projects, establish and maintain the project schedule, monitor the budget, and lead the implementation teams. Prior to joining C&T, Ms. Cranford was the Capital Program Manager for the City of West Palm Beach, where she gained invaluable understanding of managing funding sources and coordinating with various stakeholders. She was responsible for project development, scheduling and implementation of projects under \$40-million bond as well as the 5-year CIP program and looks forward to helping the CDD stay on track with their vision for the future.

**Marcelo Dimitriou, PE. Construction Management Services**

Marcelo Dimitriou has over 20 years of project management experience with private consultants, owners, and contractors. He has performed construction administration/management on complex transportation projects of up to \$300 million, including municipal, county, and state level construction projects. Responsibilities have included Project Management with significant experience in cost/schedule, payment/cash flow, change orders, claims, progress reports, estimating, construction inspection, and quality assurance. Mr. Dimitriou has experience on structural transportation projects with elements including mass concrete, slurry walls, soil mix walls, box culverts, bridges and post tensioned beams.

**Thomas Kiernan, PSM, Survey**

Mr. Kiernan has been surveying and mapping lands in South Florida since 1986. His extensive professional experience includes all facets of surveying such as, transportation surveys, baseline control surveys, design and right-of-way surveys, land development construction surveys, boundary surveys for plat preparation, architectural design surveys, and detailed surveys of vacant or partially developed lands for analysis or design of improvements or additions. Along with his extensive knowledge of surveying, Mr. Kiernan has experience with research, map preparation, coordination with municipal and state governments, plat preparation, and supervision and preparation of ALTA surveys. He has also successfully performed route surveys for major sanitary sewer trunk lines, water transmission lines, gas, and electric lines.

Resumes of the lead team members are attached as part of the SF 330 documents:



# ARCHITECT - ENGINEER QUALIFICATIONS (SF 330)

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Preserve at Savannah Lakes CDD Engineering Services (St. Lucie County, Florida)

2. PUBLIC NOTICE DATE

March 5, 2022

3. SOLICITATION OR PROJECT NUMBER

None Provided

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

James P. Terpening, PE

5. NAME OF FIRM

Culpepper & Terpening, Inc.

6. TELEPHONE NUMBER

772-464-3537

7. FAX NUMBER

772-464-9497

8. E-MAIL ADDRESS

bterpening@ct-eng.com

### C. PROPOSED TEAM

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

*(check)							
	Prime	JV Partner	subcontractor		9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
A	x				Culpepper & Terpening, Inc. <small>Check if Branch Office</small>	2980 S. 25 <sup>th</sup> Street Ft. Pierce, Florida 34981	Engineering Services
B					<small>Check if Branch Office</small>		
C					<small>Check if Branch Office</small>		
D					<small>Check if Branch Office</small>		
E					<small>Check if Branch Office</small>		

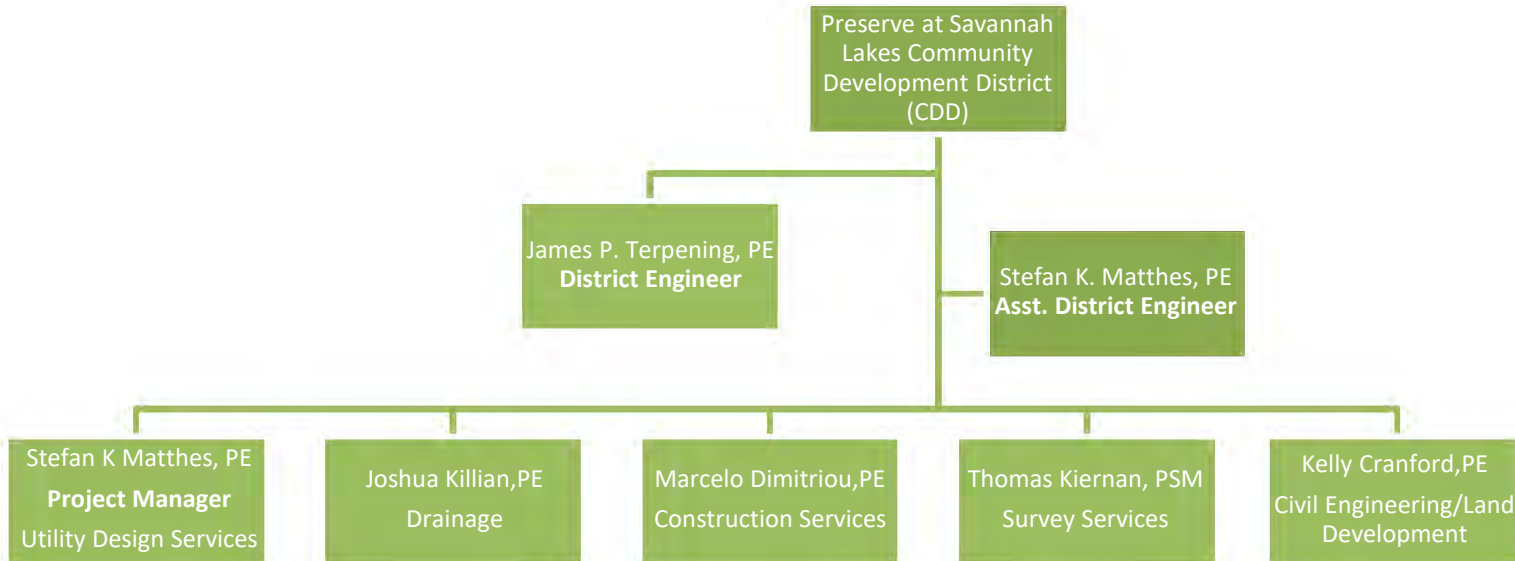
### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

x (attached)



Professional Qualifications of Specific Individuals Assigned to the Key Components of the Project

**ORGANIZATIONAL CHART**







**JAMES P. "BUTCH" TERPENING, Jr. P.E.**  
President

As founder, principal-in-charge, and visionary for the firm, James "Butch" Terpening, P.E. is a true hands-on President spearheading project initiatives. Butch combines over 38 years of industry experience with long standing relationships with federal, state, and local government agencies to provide our clients with results-driven leadership.

Butch provides expertise in the areas of entitlements, project management, design, permitting, construction management and finance. Working in close association with the client and other team members, Butch provides innovative solutions and key strategies in the development and execution of a project. This dedication to service provides the foundation for of the firm's work ethic and commitment to meeting each client's goals.

Butch is recognized for his ability to obtain public participation, concurrence, and acceptance in permitting, Butch takes pride in the added value that these relationships provide his clients. Efforts in this arena have involved many aspects of media communications that have thus gained the public's trust for the firm's projects and the Culpepper and Terpening, Inc. name.

**Residence:**

Port St. Lucie, Florida

**Education**

Bachelor of Science Civil Engineering  
University of Florida, 1976

**Years of Experience**

42

**Professional Registration**

Registered Professional Engineer, Florida - #24276

**Professional Affiliations**

Florida Engineering Society  
Treasure Coast Chapter

American Society of Civil Engineers

American Water Works Association

National Society of Professional Engineers

**Contact:**

Phone (772) 464-3537

E- [bterpening@ct-](mailto:bterpening@ct-)

Address 2980 S. 25<sup>th</sup> Street  
Ft. Pierce, FL 34981

**REPRESENTATIVE PROJECTS:**

**Community Development District Engineer:**

- Tradition Community Development District 1-10
- Veranda Community Development District 1-6
- Copper Creek Community Development District
- Creekside Community Development District
- Lake Lucie Community Development District
- Portofino Isle Community Development District
- Portofino Shore Community Development District
- Portofino Landings Community Development District
- River Place on the St. Lucie Community Development District
- Tesoro Community Development District
- Villa Vizcaya Community Development District

**Water/Water/Reclaim/Industrial:**

- City of Port St. Lucie – Water Main Replacement Project (City Wide)
- City of Port St. Lucie – Raw Water Main Extensions (City Wide)
- City of Stuart – WWTF/WRF Facility Odor Control Improvements
- City of Stuart – Sewer System Expansion/ Water Main Replacement Program
- SLC Engineering - Midway Road Utility Relocates
- St Lucie West Utility Services District. – Acquisition Report/Master Plan

**Parks & Recreation (Utility Related):**

- City of Stuart – 10<sup>th</sup> Street Park (conceptual planning)
- St. Lucie County Parks & Rec – Multiple Locations – Water & Sewer Connection

**City of Port St. Lucie (Misc):**

- City Center CRA Improvements
- St. Lucie/Port St. Lucie Intermodal Transfer Station

**City of Ft. Pierce (Misc):**

- City of Ft Pierce – Jetty/Inlet Linear Park

**Community Master Planning:**

- Veranda PUD (Port St. Lucie)
- Tesoro PUD (Port St. Lucie)



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

*(Complete one Section E for each key person.)*

12. NAME <b>James P. Terpening, PE</b>	13. ROLE IN THIS CONTRACT <b>District Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
		<b>42</b>	<b>39</b>

15. FIRM NAME AND LOCATION *(City and State)*  
**Culpepper and Terpening, Inc., Fort Pierce, Florida**

16. EDUCATION *(DEGREE AND SPECIALIZATION)*  
**BS Degree - Civil Engineering (1976)**

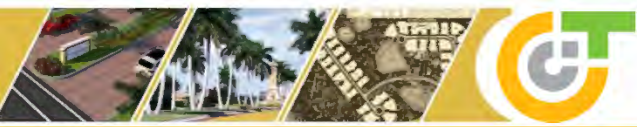
17. CURRENT PROFESSIONAL REGISTRATION *(ST & DISCIPLINE)*  
**St. of Fla – Bd. of Professional Engineers – #24276**

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
**Florida Engineering Society; American Society of Civil Engineers; National Professional Engineers Society; American Water Works Association; FDOT LAP Training**

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES <i>(cei)</i>	CONSTRUCTION <i>(If applicable)</i>
a.	<b>Project Name: Veranda Community Development District I</b> <b>Location: City of Port St. Lucie, Florida</b>	<b>2014 (continuing)</b>	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed		
	Since 2014, Culpepper and Terpening has served as the District Engineer for the <b>Veranda Community Development District I</b> , a residential/ commercial development area in southern Port St. Lucie. The <b>Veranda Community Development District I</b> was formed by the Port St. Lucie City Council in 2014.		
b.	<b>Project Name: River Place on the St. Lucie Com Dev District</b> <b>Location: St. Lucie County, Florida</b>	<b>2000 (continuing)</b>	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed		
	Since 2000, Culpepper and Terpening had served as the district engineer for the <b>River Place on the St. Lucie Community Development District</b> . The <b>River Place on the St. Lucie Community Development District</b> was formed by the Port St. Lucie City Council in October 2000, through City Ordinance 00-99. There is only one CDD district covering all of the River Place PUD.		
c.	<b>Project Name: Portofino Isles Community Dev District</b> <b>Location: City of Port St. Lucie, Florida</b>	<b>2002 (continuing)</b>	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed		
	Since 2002, Culpepper and Terpening has served as the District Engineer for the <b>Portofino Isles Community Development District</b> . The <b>Portofino Isles Community Development District</b> was formed by the Port St. Lucie City Council in August 2002, through Ordinance 02-80. There is only one CDD district covering all of the <b>Portofino Isles</b> PUD.		
d.	<b>Project Name: Copper Creek Community Dev. District</b> <b>Location: City of Port St. Lucie, Florida</b>	<b>2007 (continuing)</b>	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed		
	with current fir.. Since 2007, Culpepper and Terpening has served as the District Engineer for the Copper Creek PUD, a residential/commercial development area in western Port St. Lucie. The <b>Copper Creek Community Development District</b> was formed by the Port St. Lucie City Council in April 2007, through City Ordinance 07-51. There is only one CDD district covering all of the Copper Creek PUD.		
e.	<b>Project Name: Veranda PUD</b> <b>Location: City of Port St. Lucie, Florida</b>	<b>2010/On Going</b>	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed		
	Project involved the preparation of preliminary site plans for the construction of a 3,200 unit (more or less), multi-phased, Planned Unit Development, to be known as the Veranda PUD. This project is located along the north and the south side of Becker Road, east of the Florida Turnpike.		

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**STEFAN K. MATTHES, P.E.**  
Sr. Vice-President/Sr. Project Engineer

With over 30 years of professional engineering experience, Stefan Matthes, P.E., Senior Vice President of Culpepper and Terpening, has engineered and overseen the design, management, and construction of over 300 municipal or public sector projects throughout Florida. Mr. Matthes currently supervises and manages the firm's municipal projects and oversees all aspects of the private practice engineering services.

Stefan has extensive permitting experience with the Florida Department of Transportation, the Florida Department of Environmental Protection, South Florida Water Management District, and Army Corps. of Engineers, FEMA and the United States Coast Guard, along with most local government agencies throughout the Treasure Coast area.

**Residence:**

Ft. Pierce, Florida

**Education**

Bachelor of Science, Civil Engineering  
North Carolina State University, 1981

**Years of Experience**

36

**Professional Registration**

Professional Engineer, Florida

**Professional Affiliations**

Institute of Transportation Engineer

Florida Engineering Society  
Treasure Coast Chapter

American Society of Civil Engineers

American Planning Association

Florida Atlantic University  
Treasure Coast Campus  
Advisory Board

**REPRESENTATIVE PROJECTS:**

**Community Development District Engineer:**

- Tradition Community Development District 1-10
- Veranda Community Development District 1-6
- Veranda Community Development District I
- Copper Creek Community Development District
- Creekside Community Development District
- Lake Lucie Community Development District
- Portofino Isle Community Development District
- Portofino Shore Community Development District
- Portofino Landings Community Development District
- River Place on the St. Lucie Community Development District
- Tesoro Community Development District
- Villa Vizcaya Community Development District

**St. Lucie County:**

- St. Lucie County State Veterans Nursing Home (Tradition)
- St. Lucie/ Ft. Pierce Intermodal Transfer Station
- St. Lucie County Fairgrounds

**City of Ft. Pierce:**

- North 10th Street Reconstruction (LAP/ARRA)
- Historic Kings Inn Renovations
- Pinecrest Estates Drainage Improvements (LAP/ARRA)
- SR A-1-A/Seaway Dr. & South Ocean Drive Roundabout

**City of Port St. Lucie:**

- Becker Road Florida Turnpike Interchange
- St. Lucie/Port St. Lucie Intermodal Transfer Station
- Becker Road – Intersection Signalization
- Savonna Blvd. Sidewalk w/ Bridge (LAP)

**City of Okeechobee City:**

- SR 70 Tune Lanes @ SE 12th Ave. (Okeechobee City CRA)

**City of Stuart:**

- Veterans Memorial Park Redevelopment

**Martin County:**

- Seabranh East Coast Greenway Pedestrian Pathway (LAP/ARRA)
- Palm City CRA – Sidewalks (LAP Project)

**Contact:**

Phone: (772) 464-3537

Email: [smatthes@ct-eng.com](mailto:smatthes@ct-eng.com)

Address 2980 S. 25<sup>th</sup> Street  
Ft. Pierce, FL 34981





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

(Complete one Section E for each key person.)

12. NAME <b>Stefan K. Matthes, PE</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer/Transportation</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>36</b>	b. WITH CURRENT FIRM <b>27</b>
15. FIRM NAME AND LOCATION (City and State) <b>Culpepper and Terpening, Inc., Fort Pierce, Florida</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>BS Degree - Civil Engineering (1981)</b>		17. CURRENT PROFESSIONAL REGISTRATION (ST & DISCIPLINE) <b>St. of Fla – Bd. of Professional Engineers – #38723</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) <b>Institute of Transportation Engineers; Florida Engineering Society; American Society of Civil Engineers; American Planning Association; Advance Work Zone MOT Certified; ADA Accessibility (DPFA) certified; FDEP Stormwater Certified; LAP Trained.</b>			
19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Copper Creek Community Dev. District</b> <b>Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES (cei) <b>2007 (Ongoing)</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Since 2007, Culpepper and Terpening has served as the District Engineer for the Copper Creek PUD, a residential/commercial development area in western Port St. Lucie. The <b>Copper Creek Community Development District</b> was formed by the Port St. Lucie City Council in April 2007, through City Ordinance 07-51. There is only one CDD district covering all of the Copper Creek PUD.		
b.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Portofino Shores Community Development District</b> <b>Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2002 (Ongoing)</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Since 1989, Culpepper and Terpening has served as the District Engineer for the <b>Portofino Shores Community Development District</b> . The <b>Portofino Shores Community Development District</b> was formed by the Board of County Commissioners in August 1989, through Ordinance 02-80. The <b>Portofino Shores Community Development District</b> is located in the Lakewood Park area of unincorporated St. Lucie County. There is only one CDD district covering all of the <b>Portofino Shores PUD</b> .		
c.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Lake Lucie Community Development District</b> <b>Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>1989 (Complete)</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Since the year 1989, Culpepper and Terpening had served as the District Engineer for the Lake Lucie Community Development District. The <b>Lake Lucie Community Development District</b> was formed by the St. Lucie County Board of County Commissioners, in March 1989, through County Ordinance 05-017. There is only one CDD district covering all of the Lake Lucie PUD.		
d.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Villa Vizcaya Community Development District</b> <b>Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2006 (Complete)</b>
	CONSTRUCTION (If applicable)		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current fir.. Since 2006, Culpepper and Terpening has served as the District Engineer for the <b>Villa Vizcaya Community Development District</b> . The <b>Villa Vizcaya Community Development District</b> was formed by the Port St. Lucie City Council in April 2006, through Ordinance 06-26. There is only one CDD district covering all of the <b>Villa Vizcaya PUD</b> .			
e.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Portofino Court CDD</b> <b>Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2007 (Ongoing)</b>
	CONSTRUCTION (If applicable)		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current fir.. Project involved the preparation of design and permit drawings for the construction of the Portofino Court CDD, in southern Port St. Lucie.			

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

(Complete one Section E for each key person.)

12. NAME <b>Marcelo Dimitriou, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Quality Control/ Constructability Reviews</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>29</b>	b. WITH CURRENT FIRM <b>9</b>
15. FIRM NAME AND LOCATION (City and State) <b>Culpepper and Terpening, Inc., Fort Pierce, Florida</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>B.S. in Civil Engineering, Northeastern University, 1988 Graduate Courses in Const. Mgt, Northeastern University</b>		17. CURRENT PROFESSIONAL REGISTRATION (ST & DISCIPLINE) <b>Florida Professional Engineer License No.: 59005 Massachusetts Professional Engineer License No.: 38742</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) <b>(CTQP ID D536-545-65-184-0); Advanced Maintenance of Traffic Cert.; CTQP QC Manager; CTQP Asphalt Paving Inspection Lvl's 1 &amp; 2; Erosion Control and Stormwater Mgt.; Parsons Project Management Training; Site Manager Training; Claims &amp; Changes (Bechtel); Caissons (Bechtel); Soil Stabilization (Bechtel); and Support of Excavation (Bechtel)</b>			
19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Woodland Trails Park Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2017</b>
			CONSTRUCTION (If applicable) <b>2018</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Culpepper & Terpening, Inc. (C&T), lead the Design Build team that provided the delivery of the Woodlands Trails Park, The woodlands trails park is located on a City owned parcel located in southwestern Port St. Lucie, just north of SW Becker Road. This site was identified by the City as a priority improvement site intended to provide recreation facilities for the rapidly growing southwestern areas of the community. From the development of the initial concept plans, thru full site permitting and construction, all project tasks/works were completed within the contracted 10 month time period.		<input checked="" type="checkbox"/> Check if project
b.	(1) TITLE AND LOCATION (City and State) <b>Project Name: PSL Riverwalk Boardwalk Extension Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2017</b>
			CONSTRUCTION (If applicable) <b>2018</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Culpepper & Terpening, Inc. (C&T), provided survey, site planning, construction design and permitting services associated with an approximate 4,300 foot extension to the existing "Riverwalk" pedestrian walkway located along the east banks of the North Fork of the St. Lucie River, from just north of Port St. Lucie Blvd to the City's Westmoreland Park/Botanical Gardens community site. This addition/extension to the existing 10-wide boardwalk includes new observation decks, floating docks, kayak and canoe launch areas and a direct pedestrian connections to the adjoining commercial use areas located on the side of Port St. Lucie Boulevard.		<input checked="" type="checkbox"/> Check if project
c.	(1) TITLE AND LOCATION (City and State) <b>Project Name: NE 80th Ave – Culvert/Intersection Project Location: Okeechobee County, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2013</b>
			CONSTRUCTION (If applicable) <b>2014</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project involved the hydraulic modeling of a 2,000 acre drainage basin located in eastern Okeechobee County for the replacement of a major culvert and associated canal bank stabilization for the culvert approaches along with intersection improvements to the Roadway. The stabilization was designed to insure that the banks would not be impacted during the 50 year design storm.		<input checked="" type="checkbox"/> Check if project performed
d.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Fisherman's Wharf / Avenue H Location: City of Ft. Pierce, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2016/17</b>
			CONSTRUCTION (If applicable) <b>pending</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Culpepper & Terpening, Inc. (C&T), is providing the survey, design and permitting services to St. Lucie County for the reconstruction of Fisherman's Wharf/Avenue H from North Indian River Drive to the eastern termini of the road at the Indian River Lagoon, in the Port of Ft. Pierce. The project will result in the reconstruction of the existing roadway into a downtown urban corridor which will be consistent with the Ft. Pierce streetscape and provide a buffer between the adjacent commercial development area and industrial maritime section of the Port area.		<input checked="" type="checkbox"/> Check if project
e.	(1) TITLE AND LOCATION (City and State) <b>Project Name: Tulip Blvd Sidewalk (LAP Project) Location: City of Port St. Lucie, Florida</b>		(2) YEAR COMPLETED
			PROFESSIONAL SERVICES <b>2016</b>
			CONSTRUCTION (If applicable) <b>2018</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Culpepper & Terpening, Inc. (C&T), provided survey, design, and permitting services associated with the SW Tulip Boulevard sidewalk project, from SW College Park Road to SW Cherry Hill Road. The specific project services provided included the design and permitting of approximately 8,500 feet, of a five wide concrete sidewalk, to be located along the south side of Tulip Boulevard. This is a LAP project, with funding provided by the Florida Department of Transportation and managed by the City of Port St. Lucie.		<input checked="" type="checkbox"/> Check if project



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME <b>Thomas P. Kiernan, PSM</b>		13. ROLE IN THIS CONTRACT <b>Surveyor</b>		14. YEARS EXPERIENCE	
				a. TOTAL	b. WITH CURRENT FIRM
				<b>28</b>	<b>15</b>
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Culpepper and Terpening, Inc., Fort Pierce, Florida</b>					
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> <b>Indian River State College (attended)</b>			17. CURRENT PROFESSIONAL REGISTRATION <i>(ST &amp; DISCIPLINE)</i> <b>Professional Surveyor and Mapper; St of Fl. Reg No.: 6199</b>		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> <b>Indian River Chapter of Florida Surveying and Mapping Society; FDOT Certified Maintenance of Traffic; and FDOT GPS Network Analysis</b>					

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED	
	Project	Location:	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Woodland Trails Park</b>	<b>City of Port St. Lucie, Florida</b>	<b>2017</b>	<b>2018</b>
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
Culpepper & Terpening, Inc. (C&T), lead the Design Build team that provided the delivery of the Woodlands Trails Park. The woodlands trails park is located on a City owned parcel located in southwestern Port St. Lucie, just north of SW Becker Road. This site was identified by the City as a priority improvement site intended to provide recreation facilities for the rapidly growing southwestern areas of the community. From the development of the initial concept plans, thru full site permitting and construction, all project tasks/works were completed within the contracted 10 month time period.				
b.	<b>PSL Riverwalk Boardwalk Extension</b>	<b>City of Port St. Lucie, Florida</b>	<b>2008/10</b>	<b>2008/10</b>
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
Culpepper & Terpening, Inc. (C&T), provided survey, site planning, construction design and permitting services associated with an approximate 4,300 foot extension to the existing "Riverwalk" pedestrian walkway located along the east banks of the North Fork of the St. Lucie River, from just north of Port St. Lucie Blvd to the City's Westmoreland Park/Botanical Gardens community site. This addition/extension to the existing 10ft-wide boardwalk includes new observation decks, floating docks, kayak and canoe launch areas and a direct pedestrian connections to the adjoining commercial use areas located on the side of Port St. Lucie Boulevard.				
c.	<b>Crosstown Pkwy - I-95 to SE Manth</b>	<b>Port St. Lucie, Florida</b>	<b>2005/06</b>	<b>2007/08</b>
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current fir..	
Provided survey, design permitting and CEI for the Crosstown Parkway controlled access, arterial roadway connection between the east side (US #1 Corridor) area of the City of Port St. Lucie and the 'Western Annexation Areas' (a/k/a Tradition and Verano areas) of the City, west of I-95. Segment 2 (Manth to Bayshore) and Segment 4 (Cashmere to I-95) involved the construction of 6.2 miles of a six-lane arterial roadway with; landscaping, decorative lighting and multi-use pathways the length of the project corridor.				
d.	<b>Tulip Blvd Sidewalk (LAP Project)</b>	<b>City of Port St. Lucie, Florida</b>	<b>2006/07</b>	<b>2007/08</b>
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm.	
Culpepper & Terpening, Inc. (C&T), provided survey, design, and permitting services associated with the SW Tulip Boulevard sidewalk project, from SW College Park Road to SW Cherry Hill Road. The specific project services provided included the design and permitting of approximately 8,500 feet, of a five wide concrete sidewalk, to be located along the south side of Tulip Boulevard. This is a LAP project, with funding provided by the Florida Department of Transportation and managed by the City of Port St. Lucie.				
e.	<b>E-3C &amp; E4 Equalization Pipe Design</b>	<b>Port St. Lucie, Florida</b>	<b>2017</b>	<b>2018</b>
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm	
Culpepper & Terpening, Inc. (C&T), provided design and permitting services to the City of Port St. Lucie for the installation of a new stormwater equalizer pipe that provides and interconnect between the E-3C and E-4 Canals, in the vicinity of the intersection of California and Savona Boulevards. The project consists of approximately 1,300 linear feet of new reinforced concrete pipe that connects the E-3C Canal to the E-4 Canal. The function of this drainage pipe is to allow it to serve as an equalizer pipe between the two drainage canals and intercept surface drainage from the immediate area of California and Savona Boulevards.				





<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>01</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>River Place on the St. Lucie Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b>
	PROFESSIONAL SERVICES <b>2000 - ongoing</b>
	CONSTRUCTION (if applicable) <b>N/A</b>

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>River Place Community Development District</b>	<b>B. POINT OF CONTACT NAME</b> <b>William Capko, Reg. Agent</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>561-640-0820</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope size, and cost)**

The **River Place on the St. Lucie Community Development District** was formed by the Port St. Lucie City Council in October 2000, through Ordinance 00-99. The River Place Community Development District is a Mixed Use CDD located in the City of Port St. Lucie. There is only one CDD district covering all of the River Place PUD. Since 2000, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **design engineer of the River Place PUD** and the **district engineer for the River Place on the St. Lucie Community Development District**, Culpepper and Terpening (C&T) brings to the District a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the Engineer of Record for the **River Place on the St. Lucie Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 00-056

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
<b>a.</b>	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
<b>b.</b>			
<b>c.</b>			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>02</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Copper Creek Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b>	
	PROFESSIONAL SERVICES <b>2007 - ongoing</b>	CONSTRUCTION (if applicable) N/A

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>Copper Creek Com. Development District</b>	<b>B. POINT OF CONTACT NAME</b> <b>Michael Eckert, Reg. Agent</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>850-222-7500</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope size, and cost)**

The **Copper Creek Community Development District** was formed by the Port St. Lucie City Council in April 2007, through Ordinance 07-51. The **Copper Creek Community Development District** is a Residential PUD located in the City of Port St. Lucie. There is only one CDD district covering all of the Copper Creek PUD. Since 2007, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **Design Engineer of the Copper Creek PUD** and the **District Engineer for the Copper Creek Community Development District**, Culpepper and Terpening (C&T) brings to the District a unique and special understanding of the communities infrastructure designs, limitations and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Copper Creek Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.

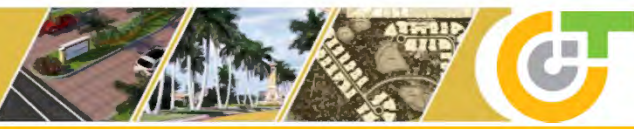


CT File No.: 06-618

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			





<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)	20. EXAMPLE PROJECT KEY NUMBER <b>03</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Creekside Community Development District</b> <b>Ft. Pierce, Florida</b>	22. YEARS COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>2007 - ongoing</b></td> <td style="text-align: center;"><b>UNDER CONSTRUCTION</b></td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2007 - ongoing</b>	<b>UNDER CONSTRUCTION</b>
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2007 - ongoing</b>	<b>UNDER CONSTRUCTION</b>				

**23. PROJECT OWNER'S INFORMATION**

A. PROJECT OWNER <b>Creekside Community Development District</b>	B. POINT OF CONTACT NAME <b>William Capko, Reg. Agent</b>	C. POINT OF CONTACT TELEPHONE NUMBER <b>561-640-0820</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope size, and cost)*

The **Creekside Community Development District** was formed by the St. Lucie County Board of County Commissioners, in June 2007, through Ordinance 05-017. The **Creekside Community Development District** is a Residential PUD located in the unincorporated area of St. Lucie County, west of the City of Ft. Pierce. There is only one CDD district covering all of the Copper Creek PUD. Since 2007, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **Design Engineer of the Creekside PUD** and the **District Engineer for the Creekside Community Development District**, Culpepper and Terpening (C&T) brings to the District a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Creekside Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 03-126

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)	20. EXAMPLE PROJECT KEY NUMBER <b>04</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Lake Lucie Community Development District</b> <b>Port St. Lucie, Florida</b>	22. YEARS COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:35%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:65%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>1989 - 2017</b></td> <td style="text-align: center;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>1989 - 2017</b>	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>1989 - 2017</b>	N/A				

**23. PROJECT OWNER'S INFORMATION**

A. PROJECT OWNER <b>Lake Lucie Community Development District</b>	B. POINT OF CONTACT NAME <b>Milton Shaprio, Reg. Agent</b>	C. POINT OF CONTACT TELEPHONE NUMBER <b>305-576-6333</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope size, and cost)*

The **Lake Lucie Community Development District** was formed by the St. Lucie County Board of County Commissioners, in June March 1989, through Ordinance 89-032. The **Lake Lucie Community Development District** is a Residential PUD located in the unincorporated area of St. Lucie County, just north of Port St. Lucie. There is only one CDD district covering all of the **Lake Lucie PUD**. Since 1989, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **Design Engineer of the Lake Lucie PUD** and the **District Engineer for the Lake Lucie Community Development District**, Culpepper and Terpening (C&T) brings to the district a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Lake Lucie Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 88-041

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>05</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Portofino Isles Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:67%; text-align: center;">CONSTRUCTION (if applicable)</td> </tr> <tr> <td style="text-align: center;"><b>2002 - ongoing</b></td> <td style="text-align: center;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	<b>2002 - ongoing</b>	N/A
PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)				
<b>2002 - ongoing</b>	N/A				

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>Portofino Isles Com. Development District</b>	<b>B. POINT OF CONTACT NAME</b> <b>Dennis E. Lyles, Reg. Agent</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>954-764-7150</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope size, and cost)**

The **Portofino Isles Community Development District** was formed by the Port St. Lucie City Council in August 2002, through Ordinance 02-80. The **Portofino Isles Community Development District** is a residential CDD located in the southwest part of the City of Port St. Lucie. There is only one CDD district covering all of the **Portofino Isles PUD**. Since 2002, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **Design Engineer of the Portofino Isles PUD** and the **District Engineer for the Portofino Isles Community Development District**, Culpepper and Terpening (C&T) brings to the District a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Portofino Isles Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 02-021

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			





<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)	20. EXAMPLE PROJECT KEY NUMBER <b>06</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Portofino Landings Community Development District          Ft. Pierce, Florida</b>	22. YEARS COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>2006 - ongoing</b></td> <td style="text-align: center;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2006 - ongoing</b>	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2006 - ongoing</b>	N/A				

**23. PROJECT OWNER'S INFORMATION**

A. PROJECT OWNER <b>Portofino Landings Com. Dev. District</b>	B. POINT OF CONTACT NAME <b>Dennis E. Lyles, Reg. Agent</b>	C. POINT OF CONTACT TELEPHONE NUMBER <b>954-764-7150</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope size, and cost)*

The **Portofino Landings Community Development District** was formed by the Port St. Lucie City Council in November 2006, through Ordinance K-462. The **Portofino Landings Community Development District** is a residential CDD located in the southwest part of the City of Ft. Pierce. There is only one CDD district covering all of the **Portofino Landings PUD**. Since 2006, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original design engineer of the **Portofino Landings PUD** and the **district engineer for the Portofino Landings Community Development District**, Culpepper and Terpening (C&T) brings to the district a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Portofino Landings Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 05-154

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)	20. EXAMPLE PROJECT KEY NUMBER <b>07</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Portofino Shores Community Development District</b> <b>Port St. Lucie, Florida</b>	22. YEARS COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; padding: 5px;">PROFESSIONAL SERVICES</td> <td style="width:50%; padding: 5px;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="width:50%; padding: 5px;"><b>2002 - ongoing</b></td> <td style="width:50%; padding: 5px;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2002 - ongoing</b>	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2002 - ongoing</b>	N/A				

**23. PROJECT OWNER'S INFORMATION**

A. PROJECT OWNER <b>Portofino Shores Com. Dev. District</b>	B. POINT OF CONTACT NAME <b>William Capko, Reg. Agent</b>	C. POINT OF CONTACT TELEPHONE NUMBER <b>561-640-0820</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope size, and cost)*

The **Portofino Shores Community Development District** was formed by the Board of County Commissioners in December 2002, through Ordinance 02-030. The **Portofino Shores Community Development District** is a residential CDD located in the Lakewood Park area of unincorporated St. Lucie County. There is only one CDD District covering all of the **Portofino Shores PUD**. Since 2002, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original design engineer of the **Portofino Shores PUD** and the **district engineer for the Portofino Shores Community Development District**, Culpepper and Terpening (C&T) brings to the district a unique and special understanding of the communities infrastructure designs, limitation and needs. This exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Portofino Shores Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 02-037

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			





<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>08</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Villa Vizcaya Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>2006 - 2018</b></td> <td style="text-align: center;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2006 - 2018</b>	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2006 - 2018</b>	N/A				

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>Villa Vizcaya Com. Development District</b>	<b>B. POINT OF CONTACT NAME</b> <b>Dennis E. Lyles, Reg. Agent</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>954-764-7150</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(include scope size, and cost)*  
 The **Villa Vizcaya Community Development District** was formed by the Port St. Lucie County Council in April 2006, through Ordinance 06-26. The **Villa Vizcaya Community Development District** is a residential CDD located in northern Port St. Lucie. There is only one CDD District covering all of the **Villa Vizcaya PUD**. Since 2006, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original design engineer of the **Villa Vizcaya PUD** and the **district engineer for the Villa Vizcaya Community Development District**, Culpepper and Terpening (C&T) brings to the district a unique and special understanding of the communities infrastructure designs, limitation and needs. The exceptional understanding of the district allows the district governing board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Villa Vizcaya Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 05-488

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>09</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Tesoro Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>2005</b></td> <td></td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2005</b>	
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2005</b>					

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <p style="text-align: center;"><b>Tesoro CDD</b></p>	<b>B. POINT OF CONTACT NAME</b> <p style="text-align: center;"><b>George Flint, District Manager</b></p>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <p style="text-align: center;"><b>561-345-4506</b></p>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(include scope size, and cost)*

The **Tesoro Community Development District** was formed by the State of Florida in January 2005. The **Tesoro Community Development District** is a residential CDD located in the southern part of the City of Port St. Lucie. There is only one CDD District covering all of the **Tesoro PUD**. Since 2005, Culpepper and Terpening has served as the District Engineer for this Community Development District.

As both the original **design engineer of the Tesoro PUD** and the **district engineer for the Tesoro Community Development District**, Culpepper and Terpening (C&T) brings to the district a unique and special understanding of the communities infrastructure designs, limitation and needs. This exceptional understanding of the District allows the District Governing Board to be sure that the reviews and assessments provided are in fact the most accurate possible.

As the engineer of record for the **Tesoro Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District: status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: xx-xxx

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	District Engineer
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>10</b>
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<b>21. TITLE AND LOCATION (City and State)</b> <b>Veranda Gardens – Planned Unit Development</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:35%; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:65%; text-align: center;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center;"><b>2013/14</b></td> <td style="text-align: center;"><b>2014/15</b></td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	<b>2013/14</b>	<b>2014/15</b>
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
<b>2013/14</b>	<b>2014/15</b>				

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>Pulte Group</b>	<b>B. POINT OF CONTACT NAME</b> <b>Mr. Patrick Gonzalez, PE</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>561-906-7967</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(include scope size, and cost)*

The Veranda gardens PUD area is a neighborhood within the larger Veranda Planned Unit Development, located east of the Florida Turnpike, west of the St. Lucie River and abuts both the north and south sides of Becker Road, in southern Port St. Lucie. There are currently three (3) property owners within the area referred to as the Veranda Planned Unit Development; Veranda St. Lucie Land Holdings LLC, Divosta Homes L.P. (“Veranda Gardens West”) and the Floridian National Golf Club, LLC, (the “Floridian”).

The Veranda Gardens West neighborhood is located in the western portion of the overall Veranda PUD and will accommodate approximately 375 residential units. Culpepper and Terpening, Inc., has provided complete project survey (platting), designs, permitting and CEI services for the first three (3) phases of this PUD. Phase I infrastructure is complete (Spring 2015), with Phase 2 and 3



CT File No.: 17-145

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	Survey/Design/Permitting and CEI
b.			
c.			





<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)	20. EXAMPLE PROJECT KEY NUMBER <b>11</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Southern Grove Community Development District</b> <b>Port St. Lucie, Florida</b>	22. YEARS COMPLETED	
	PROFESSIONAL SERVICES <b>2019-Present</b>	CONSTRUCTION <i>(if applicable)</i> <b>ONGOING</b>

**23. PROJECT OWNER'S INFORMATION**

A. PROJECT OWNER <b>Southern Grove Community Development District</b>	B. POINT OF CONTACT NAME <b>Mr. Frank Sakuma</b>	C. POINT OF CONTACT TELEPHONE NUMBER <b>772-345-5119</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope size, and cost)*

The Southern Grove Community Development District No.'s. 1-6 ("Districts") is one of Florida's unique job opportunity areas for large-scale manufacturing, logistics and retail development. It has the largest swath of development-ready vacant land in all South Florida that fronts over four miles of Interstate 95, with interchanges at both Tradition Parkway and Becker Road. The Districts include within their boundaries approximately 3,605 acres of land located in the City of Port St. Lucie, St. Lucie County, west of Interstate 95 and south of Gatlin Boulevard.

The Districts are part of a master-planned, mixed-use community. The development plans include: 4,921 single-family homes; 1,185 multi-family homes; 600 apartment units; 2,164,292 square feet of commercial space; 2,073,237 square feet of office space; 1,999,405 square feet of industrial space; 500 hotel rooms, and 300 hospital beds.



As the engineer of record for the **Southern Grove Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.

CT File No.: 19-085

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	Survey/Design/Permitting and CEI
b.			
c.			



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each)</small>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>12</b>
--	--

<b>21. TITLE AND LOCATION (City and State)</b> <b>Tradition Community Development District</b> <b>Port St. Lucie, Florida</b>	<b>22. YEARS COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> <b>2019-Present</b>	<b>CONSTRUCTION (if applicable)</b> <b>ONGOING</b>

**23. PROJECT OWNER'S INFORMATION**

<b>A. PROJECT OWNER</b> <b>Tradition Community Development District</b>	<b>B. POINT OF CONTACT NAME</b> <b>Mr. Frank Sakuma</b>	<b>C. POINT OF CONTACT TELEPHONE NUMBER</b> <b>772-345-5119</b>
--	--	--

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

The Tradition Community Development District No.'s. 1-10 ("Districts") are located in the City of Port St. Lucie, St. Lucie County, Florida, west of I-95, and north and south of Gatlin Boulevard. District No.'s 1-6 and a portion of 7, are substantially developed and include within their boundaries approximately 2,327 acres of land. The Districts' development plan includes 4,379 single-family homes, 2,400 multi-family homes, and 1,557,642 square feet of commercial space. District No.'s. 8-10 and a portion of 7, are substantially undeveloped and include within their boundaries approximately 2,171 acres of land. The proposed development plan includes approximately 4,000 residential units and 651,759 square feet of commercial entitlements.

As the engineer of record for the **Tradition Community Development District**, Culpepper and Terpening is responsible for; the development the required annual capital facility assessment report and improvement budget for the District; oversight of the existing capital facilities in the community that fall under authority of the Community Development District; status of status of compliance with all required permit conditions; preparation of the required annual report for the District; and to ensure that District facilities and projects are not in conflict with any of the individual/subarea property owners association facilities that may be within the overall District boundaries.



CT File No.: 19-085

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Culpepper & Terpening	Ft. Pierce, FL	Survey/Design/Permitting and CEI
b.			
c.			



**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 <small>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</small>									
		1	2	3	4	5	6	7	8	9	10
<b>James P. Terpening, PE</b>	District Engineer	X	X	X	X	X	X	X	X	X	X
<b>Stefan Matthes, PE</b>	Project Mgr (Utility Engineer)	X	X	X	X	X	X	X	X	X	X
<b>Joshua Killian, PE</b>	Project Engineer										
<b>Thomas Kiernan, PSM</b>	Survey	X	X	X	X	X	X	X	X	X	X
<b>Marcelo Dimitriou, PE</b>	Construction Mgt/CEI	X	X	X	X	X	X	X	X	X	X
<b>Kelly Cranford, PE</b>	Project Engineer										

**29. EXAMPLE PROJECTS KEY**

No.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	No.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1.	River Place on the St. Lucie Community	6.	Portofino Landings Community Development
2.	Copper Creek Community Development District	7.	Portofino Shores Community Development
3.	Creekside Community Development District	8.	Villa Vizcaya Community Development District
4.	Lake Lucie Community Development District	9.	Tesoro Community Development District
5.	Portofino Isles Community Development	10.	Veranda Gardens – Planned Unit Development





**H. ADDITIONAL INFORMATION**

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

See next page

**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

03/14/22

33. NAME AND TITLE

**Stefan K. Matthes; Sr. Vice-President**

STANDARD FORM 330 (6/2004) PAGE 5



**C&T Industry Recognition**

Culpepper & Terpening, Inc. is proud to have been recognized nationally for our outstanding Civil Engineering and Land Surveying Services. In 2012, we received an Outstanding Achievement Award from the Florida Stormwater Association and the Project of the Year from the American Public Works Association for projects in **Martin County**. In 2011, we received a Top Ten Project Award from Water and Wastes Digest for the City of **Stuarts Memorial Park** project and in 2008, we were the recipient of the FICE Engineering Excellence Grand Award.

**2012: FSA Outstanding Achievement Award**



**2012: APWA Project of the Year**



**2011: Water & Wastes Digest Top Projects Award**



**2008: FICE Engineering Excellence Grand Award**





<b>ARCHITECT – ENGINEER QUALIFICATIONS</b>	<b>1. SOLICITATION NUMBER (If any)</b> n/a
--	---

**PART II – GENERAL QUALIFICATIONS**

(If a firm has branch offices, complete for each specific branch office seeking work.)

<b>2a. FIRM (OR BRANCH OFFICE) NAME</b>		<b>3. YEAR ESTABLISHED</b>	<b>4. DUNS NUMBER</b>
Culpepper and Terpening, Incorporated		1985	15-565-2795
<b>2b. STREET</b>		<b>5. OWNERSHIP</b>	
2980 South 25th Street		Corporation	
<b>2c. CITY</b>		<b>7. NAME OF FIRM (If block 2a is a branch office)</b>	
<b>2d. STATE</b>	<b>2e. ZIP CODE</b>		
Ft. Pierce	34981		
<b>6a. POINT OF CONTACT NAME AND TITLE</b>			
James P. "Butch" Terpening, PE			
<b>6b. TELEPHONE NUMBER</b>		<b>6c. E-MAIL ADDRESS</b>	
772-464-3537		bterpening@ct-eng.com	
<b>8a. FORMER FIRM NAME(S) (If any)</b>		<b>8b. YR. ESTABLISHED</b>	<b>8c. DUNS NUMBER</b>
CFS and Associates (Brett Culpepper)		1972	n/a
JP Terpening, Corp. (Butch Terpening)		1979	

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVG REV. FOR LAST 5 YRS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administration	6		C15	Construction Management	4
08	CADD Tech	8		C16	Construction Surveying	4
12	Civil engineer (PE/EI)	10		H07	Hwys, Street, Airfield Paving	6
15	Construction Inspectors	6		P06	Planning (Site, Installation and Project	5
38	Land Surveyor	9		L02/ S10	Surveying, Mapping, Platting	6
47	Planner – Urban/Regional	1		T03	Traffic and Transportation	6
48	Project Managers	5		T04	Topo Survey and Map	3
				S13	Stormwater Handling & Facilities	6
				S04	Sewage Collection/ Treatment and Disposal	6
				U03	Water Resources, Hydrology	4
	Other Employees			W03	Water Supply, Treatment and Design	6
	<b>Total</b>	45		Z01	Zoning, Land Use Studies	4

<b>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS</b> (Insert revenue index number shown at right)		<b>12. PROFESSIONAL SERVICES REVENUE INDEX NUMBER</b>			
		1. Less than \$100,000		6. \$2 million to less than \$5 million	
a. Federal Work	1	2. \$100,00 to less than \$250,000		7. \$5 million to less than \$10 million	
b. Non-Federal Work	7	3. \$250,000 to less than \$500,000		8. \$10 million to less than \$25 million	
c. Total Work	7	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	

**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE		32. DATE	03/14/22
33. NAME AND TITLE	Stefan K. Matthes, PE, Sr. Vice President		



## 2) Consultant's Past Performance

C&T has been privileged to provide continuing professional engineering services to most local governments in the Martin, St. Lucie and Okeechobee County area. Our clients include:

County	City	Other
Okeechobee County	City of Stuart	Florida Power & Light
St. Lucie County	City of Port St. Lucie	St. Lucie County Fire District
Martin County	City of Ft. Pierce	St. Lucie County School Board
Indian River County	City of Fellsmere	Martin County School District
	City of Palm Beach Gardens	Florida Atlantic University
	Town of Jupiter Island	Fort Pierce Utilities Authority Engineering
	City of Okeechobee	Indiantown Water Company
	City of West Palm Beach	St. Lucie TPO

Of the 21 "active" residential Special Districts in St. Lucie County (not including subordinate Districts, Special Purpose Public Districts), Culpepper and Terpening has the privilege of serving as the District Engineer to the following local Community Development Districts:

	Community Development District's	District Engineer
1.)	Tradition Community Development District I	Mr. J.P. "Butch" Terpening, P.E
2.)	Southern Grove Community Development District I	Mr. J.P. "Butch" Terpening, P.E
3.)	Veranda Community Development District I	Mr. J.P. "Butch" Terpening, P.E
4.)	Copper Creek Community Development District	Mr. J.P. "Butch" Terpening, P.E
5.)	Creekside Community Development District	Mr. J.P. "Butch" Terpening, P.E
6.)	Lake Lucie Community Development District	Mr. Stefan Matthes, P.E.
7.)	Portofino Isle Community Development District	Mr. J.P. "Butch" Terpening, P.E
8.)	Portofino Shore Community Development District	Mr. Stefan Matthes, P.E.
9.)	Portofino Landings Community Development District	Mr. Stefan Matthes, P.E.
10.)	River Place Community Development District	Mr. J.P. "Butch" Terpening, P.E
11.)	Tesoro Community Development District	Mr. J.P. "Butch" Terpening, P.E
12.)	Villa Vizcaya Community Development District	Mr. Stefan Matthes, P.E.
13.)	Portofino Court Community Development District	Mr. Stefan Matthes, P.E.
14.)	Veranda Community Development District II	Mr. J.P. "Butch" Terpening, P.E

In addition, to the fourteen (14) CDD districts cited above, Culpepper and Terpening has provided engineering services, on project specific activities, to the St. Lucie West Community Development District, the Reserve Community Development District, and the City of Port St. Lucie Community Redevelopment District. We are familiar with the function, operations and responsibilities of the Community Development District and we look forward to being able to include the Preserve at Savannah Lakes Community Development District into our family of clients.



### 3) Geographic Location of the Applicant's Headquarters and Offices

**Culpepper and Terpening, Inc.**, maintains two offices in the Treasure Coast area. Our Ft. Pierce Office is located at 2980 South 25th Street, Ft. Pierce. The **Preserve at Savannah Lakes Community Development District** will be serviced from our Ft. Pierce which is located 2-miles away (less than a 10 minute drive).

Culpepper & Terpening is a truly local firm. We have extensive local knowledge. All of senior project staff live in the St. Lucie/Martin County area.

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#### 4) Applicant's willingness to meet time and budget requirements.

**Culpepper & Terpening, Inc., (C&T)** will meet the Preserve at Savannah Lakes Community Development District's project schedules and timing objectives through the targeted assignment of our highly skilled team utilizing the most efficient and expeditious methods to accomplish the tasks assigned. C&T has the personnel to address any critical time frame. It is not unusual for us to perform assignments on an expedited schedule. We understand that the Scope, Schedule and Budget of every District project are critical, regardless of the magnitude of the work.

The following outlines **Culpepper & Terpening, Inc.'s** proven process of providing Professional Civil Engineering Services to the Preserve at Savannah Lakes Community Development District:

- A work request arrives from the District requesting Professional Services;
- Project scope, schedule and budget is determined and a contract is set up;
- The project is set up in Basecamp or Laserfiche (electronic document management system) & FTP Site;
- The determination is made as to which specialized team member is best suited for leading the assigned task;
- The team leader determines the best method to complete the assignment within the time provided;
- A continuous communication and information flow with District personnel is performed through the duration of the project;
- Project manager verifies deliverables for quality assurance;
- A internal, non-project professional checks the deliverable for quality as a separate control from that used in the plans preparation process;
- Deliverables are produced and undergo final quality control verification by Project Manager;
- Along with each milestone submittal, and prior to any bidding of the work prepared (if applicable), C&T will prepare a detailed construction cost estimate based upon most recent FDOT (or equivalent) price indices. Should the detailed cost estimate be higher than the budget, C&T, along with District Staff will look for value adjustment to the plans to ensure budgets are met; and,
- Assist the District in improving the "Quality of Life for the Present and Future Community Residents" in the Preserve at Savannah Lakes Community Development District.

**Culpepper & Terpening, Inc.'s** has the proven the ability to meet Preserve at Savannah Lakes Community Development District scope, schedule and budget with our extensive knowledge, a streamlined management approach and a flexible staff.



**5) Certified Minority Business Enterprise**

**Culpepper and Terpening, Inc., has been certified** by the National Women’s Business Enterprise National Council as a **Women’s Business Enterprise (WBE)**, through Certificate Number WBE1700490.

**National Women’s Business Enterprise Certificate**

**WBENC**  
WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL  
JOIN FORCES. SUCCEED TOGETHER.

hereby grants

**National Women's Business Enterprise Certification**


to

Culpepper & Terpening, Inc.

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).  
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.


WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council Florida, a WBENC Regional Partner Organization.

Certification Granted: March 14, 2017  
 Expiration Date: March 14, 2022  
 WBENC National Certification Number: WBE1700490

  
 Authorized by Nancy Allen, President & CEO  
 Women's Business Enterprise Council Florida

**WBENC FLORIDA**  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

NAICS: 541330, 541340, 541370  
 UNSPSC: 81100000, 81101500, 81101510, 81101512, 81101516, 81101519, 81151600





## 6) Recent, Current and Projected Workloads

Culpepper & Terpening, Inc. has been fortunate to have a continuing workload that has allowed us to continue to full services to both our public and private clients. As the Tradition Community Development District I brings individual projects forward, we have the resources available to commit towards those projects in order to ensure the timely completion of all activities. Present staffing within the firm is adequate to meet our projected needs. However, should changing conditions warrant the need for staffing expansions, we are committed to taking the steps necessary to ensure that our clients are fully served.

## 7) Volume of work previously awarded to Consultant by the District

Culpepper and Terpening has provided the District staff with limited services associated with the preparation of various engineering documents. All works associated with the establishment of this District have been completed and are summarized below.

Reference Job No.	Job Name/Description
21-154.001	The Preserve at Savannah Lakes CDD - 2021 Engineers Report

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**Federal, State and Local Licenses;**

**Culpepper & Terpening, Inc. - State of Florida Board of Professional Engineers License #4286**

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



HOME CONTACT US MY ACCOUNT

4:04:50 PM 3/14/2022

**ONLINE SERVICES**

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- Continuing Education Course Search
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- Find Exam Information
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- AB&T Delinquent Invoice & Activity List Search

**LICENSEE DETAILS**

**Licensee Information**

Name:	CULPEPPER & TERPENING, INC. (Primary Name)
Main Address:	2980 SOUTH 25TH STREET FORT PIERCE Florida 34981
County:	ST. LUCIE
License Location:	2980 S 25TH ST FT PIERCE FL 349810000
County:	ST. LUCIE

**License Information**

License Type:	Registry
Rank:	Registry
License Number:	4286
Status:	Current
Licensure Date:	12/05/1985
Expires:	

**Special Qualifications**      **Qualification Effective**

--	--

**Alternate Names**

--

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2601 Blair Stone Road, Tallahassee FL 32399 :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

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**Culpepper & Terpening, Inc. - State of Florida Board of Professional Surveyors and Mappers  
License LB4286**



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

License No.: **LB4286**  
Expiration Date February 28, 2023

**Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

**CULPEPPER & TERPENING INC**  
2980 SOUTH 25TH STREET  
FORT PIERCE, FL 34981

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

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



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# Culpepper & Terpening, Inc. - Individual Team Member Licenses

Ron DeSantis, Governor

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**


THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**TERPENING, JAMES PARKER JR.**  
 106 NE CHARLESTON OAKS DR.  
 PORT SAINT LUCIE FL 34983

**LICENSE NUMBER: PE24276**

**EXPIRATION DATE: FEBRUARY 28, 2023**



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Ron DeSantis, Governor

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**


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**MATTHES, STEFAN KARL**  
 4320 THOUSAND PINES DRIVE  
 FORT PIERCE FL 349810000

**LICENSE NUMBER: PE38723**

**EXPIRATION DATE: FEBRUARY 28, 2023**

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STATE OF FLORIDA

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**KILLIAN, JOSHUA ANDREW**

1815 11TH CT. SW  
VERO BEACH FL 32962

LICENSE NUMBER: PE85263

EXPIRATION DATE: FEBRUARY 28, 2023

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STATE OF FLORIDA

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**DIMITRIOU, MARCELO E.**

MARCELO DIMITRIOU, PE  
11 PERRIWINKLE LANE  
STUART FL 34996

LICENSE NUMBER: PE59005

EXPIRATION DATE: FEBRUARY 28, 2023

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Ron DeSantis, Governor



STATE OF FLORIDA

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**CRANFORD, KELLY E.**

2980 SOUTH 25TH STREET  
FORT PIERCE FL 34981

**LICENSE NUMBER: PE51899**

**EXPIRATION DATE: FEBRUARY 28, 2023**

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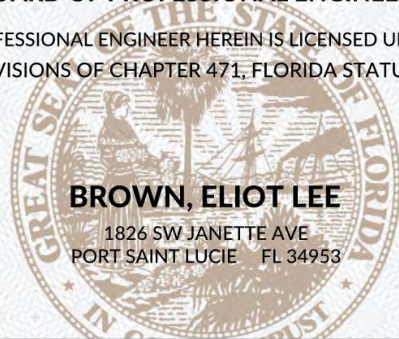
Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



**BROWN, ELIOT LEE**

1826 SW JANETTE AVE  
PORT SAINT LUCIE FL 34953

**LICENSE NUMBER: PE82232**

**EXPIRATION DATE: FEBRUARY 28, 2023**

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

License No.: **LS6199**  
Expiration Date February 28, 2023

### Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

**THOMAS P KIERNAN**  
1312 SW FAST ST  
PALM CITY, FL 34990-4139

A handwritten signature in black ink that reads "nicole fried".

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

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

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## *State of Florida Department of State*

I certify from the records of this office that CULPEPPER & TERPENING, INC. is a corporation organized under the laws of the State of Florida, filed on November 15, 1985.

The document number of this corporation is H85712.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on January 25, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-fifth day of January,  
2022*



*Randy R. ...*  
**Secretary of State**

Tracking Number: 6012060268CC

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

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





National Women's Business Enterprise Certificate

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JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Culpepper & Terpening, Inc.

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: March 14, 2017
Expiration Date: March 14, 2022
WBENC National Certification Number: WBE1700490

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council Florida, a WBENC Regional Partner Organization.

Handwritten signature of Nancy Allen

WBENCFLORIDA
WOMEN'S BUSINESS ENTERPRISE COUNCIL

Authorized by Nancy Allen, President & CEO
Women's Business Enterprise Council Florida

NAICS: 541330, 541340, 541370
UNSPSC: 81100000, 81101500, 81101510, 81101512, 81101516, 81101519, 81151604







**FDOT Pre-Qualifications**



*Florida Department of Transportation*

**RON DESANTIS**  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

**KEVIN J. THIBAUT, P.E.**  
SECRETARY

October 28, 2021

James Terpening Jr., President  
CULPEPPER & TERPENING, INC.  
2980 South 25<sup>th</sup> Street  
Ft. Pierce, Florida 34981

Dear Mr. Terpening:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 3 - Highway Design - Roadway
  - 3.1 - Minor Highway Design
  - 3.2 - Major Highway Design
- Group 6 - Traffic Engineering and Operations Studies
  - 6.1 - Traffic Engineering Studies
  - 6.2 - Traffic Signal Timing
- Group 7 - Traffic Operations Design
  - 7.1 - Signing, Pavement Marking and Channelization
  - 7.3 - Signalization
- Group 8 - Survey and Mapping
  - 8.1 - Control Surveying
  - 8.2 - Design, Right of Way & Construction Surveying
  - 8.4 - Right of Way Mapping
- Group 10 - Construction Engineering Inspection
  - 10.1 - Roadway Construction Engineering Inspection
- Group 13 - Planning
  - 13.5 - Subarea/Corridor Planning
  - 13.6 - Land Planning/Engineering

*Safety, Mobility, Innovation*  
[www.fdot.gov](http://www.fdot.gov)



Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00. This status shall be valid until October 28, 2022, for contracting purposes.

Should you have any questions, please feel free to contact me by email at [carliayn.kell@dot.state.fl.us](mailto:carliayn.kell@dot.state.fl.us) or by phone at 850-414-4597.

Sincerely,

Carliayn Kell  
Professional Services  
Qualification Administrator

*Safety, Mobility, Innovation*  
[www.fdot.gov](http://www.fdot.gov)

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**10D**

**Preserve at Savannah Lakes Community Development District  
Request for Qualifications – District Engineering Services**

**Competitive Selection Criteria**

	Ability and Adequacy of Professional Personnel	Consultant's Past Performance	Geographic Location	Willingness to Meet Time and Budget Requirements	Certified Minority Business Enterprise	Recent, Current and Projected Workloads	Volume of Work Previously Awarded to Consultant by District	TOTAL SCORE
<i>weight factor</i>	25	25	20	15	5	5	5	100
NAME OF RESPONDENT								
1 Culpepper & Terpening, Inc.								

\_\_\_\_\_  
Board Member's Signature

\_\_\_\_\_  
Date

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**11**

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2022**

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
<b>ASSETS</b>			
Undeposited funds	\$ 18,112	\$ -	\$ 18,112
Due from Landowner	8,986	1,527	10,513
Due from general fund	-	1,244	1,244
Total assets	<u>\$ 27,098</u>	<u>\$ 2,771</u>	<u>\$ 29,869</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 19,854	\$ 2,771	\$ 22,625
Due to Landowner	-	2,771	2,771
Due to debt service fund	1,244	-	1,244
Landowner advance	6,000	-	6,000
Total liabilities	<u>27,098</u>	<u>5,542</u>	<u>32,640</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	8,986	-	8,986
Total deferred inflows of resources	<u>8,986</u>	<u>-</u>	<u>8,986</u>
Fund balances:			
Restricted for:			
Debt service	-	(2,771)	(2,771)
Unassigned	(8,986)	-	(8,986)
Total fund balances	<u>(8,986)</u>	<u>(2,771)</u>	<u>(11,757)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 27,098</u>	<u>\$ 2,771</u>	<u>\$ 29,869</u>

**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED APRIL 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Landowner contribution	\$ -	\$ 10,869	\$ 78,590	14%
Total revenues	<u>-</u>	<u>10,869</u>	<u>78,590</u>	14%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	4,000	16,000	36,000	44%
Legal	572	3,082	25,000	12%
Engineering	-	-	2,000	0%
Telephone	17	67	150	45%
Postage	-	-	500	0%
Printing & binding	42	167	375	45%
Legal advertising	-	489	6,500	8%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,500	0%
Contingencies/bank charges	50	50	500	10%
Website				
Hosting & maintenance	-	-	1,680	0%
ADA compliance	-	-	210	0%
Total professional & administrative	<u>4,681</u>	<u>19,855</u>	<u>78,590</u>	25%
Excess/(deficiency) of revenues over/(under) expenditures	(4,681)	(8,986)	-	
Fund balances - beginning	(4,305)	-	-	
Fund balances - ending	<u>\$ (8,986)</u>	<u>\$ (8,986)</u>	<u>\$ -</u>	



**PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND  
FOR THE PERIOD ENDED APRIL 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
<b>Debt service</b>		
Cost of issuance	<u>1,016</u>	<u>2,771</u>
Total debt service	<u>1,016</u>	<u>2,771</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (1,016)	 (2,771)
 Fund balances - beginning	 <u>(1,755)</u>	 <u>-</u>
Fund balances - ending	<u><u>\$ (2,771)</u></u>	<u><u>\$ (2,771)</u></u>

**PRESERVE AT  
SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**12**

**DRAFT**

**MINUTES OF MEETING  
PRESERVE AT SAVANNAH LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Preserve at Savannah Lakes Community Development District held Multiple Public Hearings and a Regular Meeting on March 21, 2022, at 11:15 a.m., at the offices of Culpepper and Terpening, Inc., 2960 South 25th Street, Fort Pierce, Florida 34981.

**Present at the meeting were:**

Michael Caputo	Chair
Tim Smith	Vice Chair
Jon Seifel	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Andrew Kantarzi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:53 a.m. Supervisors Caputo, Tim Smith and Seifel were present, in person. Supervisors Candice Smith and Meath were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional**

40 **Boundaries that May or Shall Be Subject to the**  
 41 **Levy of District Non-Ad Valorem Assessments;**  
 42 **Providing for Severability; Providing for**  
 43 **Conflict and Providing for an Effective Date**  
 44

45 **A. Affidavit/Proof of Publication**

46 The affidavit of publication was included for informational purposes.

47 **B. Consideration of Resolution 2022-28, Expressing its Intent to Utilize the Uniform**  
 48 **Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which**  
 49 **May Be Levied by the Preserve at Savannah Lakes Community Development District in**  
 50 **Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause;**  
 51 **and Providing an Effective Date**  
 52

53 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
 54 **Public Hearing was opened.**

55  
 56  
 57 No members of the public spoke.

58  
 59 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
 60 **Public Hearing was closed.**

61  
 62  
 63 Ms. Cerbone presented Resolution 2022-28.

64  
 65 **On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor,**  
 66 **Resolution 2022-28, Expressing its Intent to Utilize the Uniform Method of**  
 67 **Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May**  
 68 **Be Levied by the Preserve at Savannah Lakes Community Development District**  
 69 **in Accordance with Section 197.3632, Florida Statutes; Providing a Severability**  
 70 **Clause; and Providing an Effective Date, was adopted.**

71  
 72  
 73 Ms. Cerbone stated that the Silver Oaks CDD (SOCDD) meeting just concluded and the  
 74 agendas are almost identical.  
 75

76 **FOURTH ORDER OF BUSINESS**

77 **Public Hearing to Consider the Adoption of**  
78 **an Assessment Roll and the Imposition of**  
79 **Special Assessments Relating to the**  
80 **Financing and Securing of Certain Public**  
81 **Improvements**

- 82 • *Hear testimony from the affected property owners as to the propriety and advisability*  
83 *of making the improvements and funding them with special assessments on the*  
84 *property.*
- 85 • *Thereafter, the governing authority shall meet as an equalizing board to hear any and*  
86 *all complaints as to the special assessments on a basis of justice and right.*

87 These items were addressed below.

88 **A. Affidavit/Proof of Publication**

89 **B. Mailed Notice to Property Owner(s)**

90 **C. Engineer's Report (*for informational purposes*)**

91 **D. Master Special Assessment Methodology Report (*for informational purposes*)**

92 Items 4A, 4B, 4C, and 4D were included for informational purposes.

93 **E. Consideration of Resolution 2022-29, Making Certain Findings; Authorizing a Capital**  
94 **Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of**  
95 **Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming**  
96 **and Levying Debt Assessments; Addressing the Finalization of Special Assessments;**  
97 **Addressing the Payment of Debt Assessments and the Method of Collection; Providing**  
98 **for the Allocation of Debt Assessments and True-Up Payments; Addressing**  
99 **Government Property, and Transfers of Property to Units of Local, State and Federal**  
100 **Government; Authorizing an Assessment Notice; and Providing for Severability,**  
101 **Conflicts and an Effective Date**

- 102 • *Hear testimony from the affected property owners as to the propriety and advisability*  
103 *of making the improvements and funding them with special assessments on the*  
104 *property.*

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**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.**

- ***Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.***

The Board of Supervisors, meeting as the Equalizing Board, made no changes to the assessments, as proposed.

Ms. Cerbone presented Resolution 2022-29. Mr. Earlywine stated that the components incorporated in the Resolution were presented at the last meeting.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-29, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavits of Publication**

The affidavits of publication were included for informational purposes.

143 **B. Consideration of Resolution 2022-30, Adopting Rules of Procedure; Providing a**  
144 **Severability Clause; and Providing an Effective Date**

145 These Rules of Procedure were essentially the same as those discussed during the  
146 SOCDD meeting.

147

148 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
149 **Public Hearing was opened.**

150

151

152 No members of the public spoke.

153

154 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
155 **Public Hearing was closed.**

156

157

158 Ms. Cerbone presented Resolution 2022-30.

159

160 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor,**  
161 **Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability**  
162 **Clause; and Providing an Effective Date, was adopted.**

163

164

165 **SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year**  
**2021/2022 Budget**

166

167

168 **A. Affidavit of Publication**

169 The affidavit of publication was included for informational purposes.

170 **B. Consideration of Resolution 2022-31, Relating to the Annual Appropriations and**  
171 **Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending**  
172 **September 30, 2022; Authorizing Budget Amendments; and Providing an Effective**  
173 **Date**

174 Ms. Cerbone stated that the Fiscal Year 2022 budget is the same as the version  
175 presented at the last meeting.

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**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2022-31.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-31, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

Ms. Cerbone stated that the responses to the Request for Qualifications (RFQ) for Engineering Services would be presented at the next meeting. The delay was because the newspaper misread and published only three of the four advertisements, Management submitted simultaneously with other CDDs.

**SEVENTH ORDER OF BUSINESS** **Consideration of Responses to Request for Proposals (RFP) for Annual Audit Services**

- A. Affidavit of Publication**
- B. RFP Package**

These items were included for informational purposes

**C. Respondents**

Ms. Cerbone stated that the three respondents were the same as the ones that responded to the SOCDD RFP. She recapped the proposed amounts:

- I. Berger, Toombs, Elam, Gaines & Frank**  
\$3,150 without bonds and \$4,075 with bonds.
- II. Carr, Riggs & Ingram, LLC**



212 \$4,900 without bonds and \$6,000 with bonds.

213 **III. Grau & Associates**

214 \$3,200 without bonds and \$4,700 with bonds.

215 **D. Auditor Evaluation Matrix/Ranking**

216 Ms. Cerbone recommended the following scores and rankings:

217 #1 Berger, Toombs, Elam, Gaines & Frank (BTEGF) 100 points

218 #2 Grau & Associates 99 points

219 #3 Carr, Riggs & Ingram, LLC (CRI) 98 points

220 The Board accepted Ms. Cerbone’s rankings and noted that all respondents are well-  
221 qualified and the ranking was determined by price.

222 **E. Award of Contract**

223

224 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor,**  
225 **accepting Management’s scoring and ranking recommendations, ranking**  
226 **Berger Toombs, Elam, Gaines and Frank, as the #1 ranked firm to provide**  
227 **Annual Audit Services, and authorizing District Staff to negotiate and prepare**  
228 **an engagement letter and for the Chair or Vice Chair to execute, was approved.**

229

230

231 **EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-14,**  
**Designating Dates, Times and Locations for**  
**Regular Meetings of the Board of**  
**Supervisors of the District for Fiscal Year**  
**2021/2022 and Providing for an Effective**  
**Date**

232

233

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237

238 This item was deferred.

239

240 **NINTH ORDER OF BUSINESS**

**Ratification of Engagement with Regions**  
**Bank for Trustee Services**

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243 Ms. Cerbone presented the Regions Bank Engagement Letter and Fee Schedule.

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**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Regions Bank Engagement Letter to serve as Trustee, Paying Agent and Registrar, and Fee Schedule, were ratified.**

**TENTH ORDER OF BUSINESS**

**Consideration of Stormwater Management Needs Proposal**

Ms. Cerbone would remind the District Engineer to submit a proposal and that a full report is not necessary and a letter would suffice since the CDD does not have a stormwater management system yet.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2022**

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2022.

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the Unaudited Financial Statements as of January 31, 2022, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of Minutes**

Ms. Cerbone presented the following:

- A. January 10, 2022 Landowners' Meeting**
- B. January 10, 2022 Organizational Meeting**

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the January 10, 2022 Landowners' Meeting and the January 10, 2022 Organizational Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: *KE Law Group, PLLC***

280 Mr. Earlywine stated he would contact Mr. Terpening to ensure his attendance at the  
281 validation hearing. The Bond Delegation Resolution and the Bond Issuance Resolution would be  
282 presented at the May and June CDDs’ meetings, respectively.

283 **B. District Engineer [Interim]: *Culpepper and Terpening, Inc.***

284 There was no report.

285 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

286 Ms. Cerbone recalled prior discussions with Mr. Adams and Board Members in  
287 preparing the Field Operations portion of the proposed Fiscal Year 2023 budget for this CDD  
288 and the SOCDD. She would work with Mr. Smith on finalizing the amounts, as the proposed  
289 Fiscal Year 2023 budget would be presented at the May meeting.

290 • **NEXT MEETING DATE: TBD**

291 ○ **QUORUM CHECK**

292 The next meeting will be held in May 2022 on a date to be determined.

293

294 **FOURTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

295

296 There were no Board Members’ comments or requests.

297

298 **FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

299

300 No members of the public spoke.

301

302 **SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

303

304 There being nothing further to discuss, the meeting adjourned.

305

306 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
307 **meeting adjourned at 12:09 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair