

Parker Road Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817, 407-723-5900, FAX 407-723-5901
www.parkerroadcdd.com

The Meeting of the Board of Supervisors of **Parker Road Community Development District** will be held **Friday, August 21, 2026, at 11:30 a.m. at 11701 SW 30th Ave, Gainesville, FL 32608.** The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 2536 634 0209

<https://pfmccdd.webex.com/join/carvalhov>

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Call to Order
- Roll Call
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*
- 1. Consideration of **Resolution 2026-09, Adopting Goals, Objectives and Performance Measures and Standards for Fiscal Year 2026-2027**

General Business Matters

- 2. Consideration of the Minutes of the July 23, 2026, Board of Supervisors' Special Meeting
- 3. Public Hearing on the Adoption of the District's Annual Budget
 - a) Public Comments and Testimony
 - b) Board Comments
 - c) Consideration of **Resolution 2026-10, Adopting the Fiscal Year 2026-2027 Budget and Appropriating Funds**
- 4. Public Hearing on the Imposition of Special Assessments
 - a) Public Comments and Testimony
 - b) Board Comments
 - c) Consideration of **Resolution 2026-11, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026-2027**
- 5. Public Hearing on the Adoption of Revised Rules of Procedure
 - a) Public Comments and Testimony
 - b) Board Comments
 - c) Consideration of **Resolution 2026-12, Adopting Revised Rules of Procedure**
- 6. Consideration of **Resolution 2026-13, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027**
- 7. Consideration of **Resolution 2026-14, Declaring Vacancy on the Board for Seat 4**
- 8. Consideration of Playground Shade Structure Project
- 9. Consideration of Extending Security Guard Engagement

10. Consideration of Proposals for 24th Avenue Plant Bed Refresh
11. Consideration of Proposals for Fitness Center LED Recessed Light Replacement
12. Consideration of Proposals for Clubhouse Laminate Floor Restoration
13. Consideration of Proposals for Tree Removal in Common Areas (*provided under separate cover*)
14. Discussion of Parker Road Campus Project by Westside Baptist Church
15. Ratification of PFM Management Services LLC Fee Increase Letter
16. Ratification of Southern Escapes Estimate #835 for Stenner Pump Repair
17. Ratification of Southern Escapes Estimate #836 for Black Algae Treatment
18. Ratification of Payment Authorization Nos. 356 – 361
19. Review of District Financial Statements

Other Business

20. Staff Reports
 - a) District Counsel
 - b) District Engineer
 - c) District Manager
 - o Landscape RFP Update
 - o Next meeting: September 18, 2026, Special BOS
 - d) Amenity Manager
 - e) Lifestyle
21. Audience Comments
22. Supervisors Requests

Adjournment



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Resolution 2026-09,
Adopting Goals, Objectives and
Performance Measures and Standards
for Fiscal Year 2026-2027

RESOLUTION 2026-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Parker Road Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2026, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

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

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

PASSED AND ADOPTED this 21st day of August 2026.

ATTEST:

**PARKER ROAD COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Performance Measures/Standards and Annual Reporting

Exhibit A

Exhibit A:
Goals, Objectives and Annual Reporting Form

**Performance Measures/Standards &
Annual Reporting Form**

October 1, 2026 – September 30, 2027

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair: _____

Date: _____

Print Name: _____

District Manager: _____

Date: _____

Print Name: _____



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of the Minutes of
the July 23, 2026,
Board of Supervisors' Meeting

**PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' SPECIAL MEETING
Thursday, July 23, 2026
11701 SW 30th Avenue, Gainesville, FL 32608
4:30 p.m.**

Board Members present at roll call:

Tara Ezzell	Chairperson
Marshal Rice	Vice Chair
Kelsy Hill	Assistant Secretary
Gary Gossman	Assistant Secretary
Bill Summers	Assistant Secretary

Also present were:

Vivian Carvalho	District Manager – PFM Management Services LLC	
Kwame Jackson	Associate DM - PFM Management Services LLC	(via phone)
Ashley Quiros	Assistant DM – PFM Management Services LLC	(via phone)
Jennifer Glasgow	District Accountant – PFM Management Services LLC	
Katie Buchanan	District Counsel - Kutak Rock LLP	(via phone)
Alisa Carlino-McGowan	Amenities Manager – Berman	
Matthew Davenport	Berman	

Various residents and audience members present and on the phone.

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

Ms. Carvalho called the meeting of the Parker Road Community Development District Board of Supervisors to order at 4:30 p.m. and roll call was initiated. A quorum was established with the attendance of Board Members outlined above. Others in attendance or via speaker phone are also listed above.

Public Comment Period

Mr. Momol, a homeowner, commented on record his concerns with budget increases.

Mr. Ruzzarin commented on the budget regarding website maintenance fees and what services are being rendered. He requested a breakdown of the internet and cable line item.

Mr. Rob Wright – no comments at this time.

SECOND ORDER OF BUSINESS

Business Matters

Consideration of the Minutes of the June 26, 2026, Board of Supervisors' Meeting

Ms. Hill requested changes to the meeting minutes to address concerns of the dog park not being discussed and requested a Special Meeting to address the dog park so that all residents could be present. Also, requested changes to page 2 regarding “all in favor”.

The Board reviewed the minutes with Ms. Hill’s suggested corrections.

ON MOTION by Ms. Ezzell, seconded by Mr. Summers, with all in favor, the Board approved the Minutes of the June 26, 2026, Board of Supervisors’ Meeting, in substantial form.

Review and Discussion of Amended Fiscal Year 2027 Proposed Budget and Financing Options

Ms. Carvalho mentioned that the previously approved 2027 budget needed corrections due to a miscalculation, resulting in a shortfall.

The Board reviewed and discussed the various options.

Mr. Gossman – Option 3
Ms. Ezzell – Option 2
Mr. Summers – Option 2
Ms. Hill – Option 3
Mr. Rice – Option 3

There was lengthy discussion regarding the budget.

ON MOTION by Ms. Ezzell, seconded by Mr. Summers, with all in favor, the Board approved Option 3 of the Amended Fiscal Year 2027 Proposed Budget and Financing Options.

Ratification of Lloyd’s Exercise Equipment, LLC Estimates 68177-1 & 68177-2 for Equipment Repairs and Plyo Box Replacement

The Board reviewed the estimates.

ON MOTION by Mr. Summers, seconded by Ms. Hill, with all in favor, the Board ratified Lloyd’s Exercise Equipment, LLC Estimates 68177-1 & 68177-2 for Equipment Repairs and Plyo Box Replacement.

Ratification of W.W. Gay Proposal for Repair of Condenser Leak

The Board reviewed the Proposal.

ON MOTION by Mr. Summers, seconded by Mr. Rice, with all in favor, the Board ratified W.W. Gay Proposal for Repair of Condenser Leak.

Review of District Financial Statements

The Board reviewed the Financial Statement.

ON MOTION by Ms. Hill, seconded by Ms. Ezzell, with all in favor, the Board approved the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Manager – Ms. Carvalho noted the RFP will be advertised on Monday, July 27, 2026, and the deadline is Wednesday, August 26, 2026.

Ms. Carvalho noted the Budget Public Hearing is scheduled for August 21st at 11:30 AM.

A special meeting was scheduled for September 18, 2026, at 11:00 AM – 1:00 PM during which the Board will review the process and procedures for handling multiple bids/proposals for services.

Amenity Manager & Lifestyle – Ms. Carlino-McGowan noted the pickleball court is open. Residents have requested to move the open play from the back two courts to the front two courts.

Ms. Carlino-McGowan discussed the quote from Everon regarding the keycards. The wrong keycards were originally ordered, and the correct keycards were an additional \$252.32; a total of \$1,264.32.

ON MOTION by Mr. Summers, seconded by Ms. Ezzell, with all in favor, the Board approved the Revised Everon Proposal.

Ms. Carlino-McGowan discussed the proposals for painting the Storage Building.

The Board reviewed the proposals and approved the proposal with Color Pros Painting pending approval by the ARB.

ON MOTION by Ms. Ezzell, seconded by Mr. Gossman with all in favor, the Board approved the Storage Building Painting Proposal from Color Pros Painting.

FOURTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There were no Supervisor requests.

Mr. Momol, commented regarding the disclosure of reserve funds. He mentioned the RFP Budget for Landscape and the possibility of 20% overspending.

Mr. Razzarin requested lighting at the pickleball courts or being able to request the tennis courts to play pickleball. He also requested seating.

There were no further comments at this time.

FIFTH ORDER OF BUSINESS

Adjournment

There was no further business to discuss.

On MOTION by Mr. Summers, seconded by Ms. Hill, with all in favor, the July 23, 2026, Board of Supervisors' Meeting of the Parker Road Community Development District was adjourned at 6:27 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Public Hearing on the Adoption of
the District's Annual Budget

- a) Public Comments and Testimony
- b) Board Comments
- c) Consideration of Resolution 2026-10,
Adopting the Fiscal Year 2026-2027 Budget
and Appropriating Funds

RESOLUTION 2026-10
[FY 2027 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 (“**FY 2027**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Parker Road Community Development District (“**District**”) prior to June 15, 2026, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website, <https://parkerroadcdd.com/>, in accordance with Section 189.016, *Florida Statutes* ; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Parker Road Community Development District for the Fiscal Year Ending September 30, 2027.”
- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Chapter 189, *Florida Statutes*, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2027, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2027 or within 60 days following the end of the FY 2027 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Chapter 189, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. APPROVAL OF PRIOR ACTIONS. The actions of the Chairman, Vice Chairman, Secretary, Treasurer, Assistant Secretaries, and all District Staff in finalizing the Adopted Budget, including preparing the Proposed Budget and setting, noticing, and all other actions required for the public hearing on the Proposed Budget, are hereby ratified, approved, and confirmed in all respects.

SECTION 5. SEVERABILITY; EFFECTIVE DATE. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2026.

ATTEST:

**PARKER ROAD COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2027 Budget

Exhibit A: FY 2027 Budget



Parker Road CDD

FY27 Approved Proposed Budget

PFM Management Services LLC
3501 Quadrangle Blvd Suite 270
Orlando, FL 32817
407-723-5900



Parker Road CDD
Approved Proposed Fiscal Year 2027 Annual Operations & Maintenance Budget

	Actual thru 7/31/26	FY 2026 Anticipated Aug.-Sept.	Anticipated FY 2026 Total	Adopted FY 2026 Budget	Approved Proposed FY 2027 Budget
Revenues					
Maintenance Assessments	\$ 1,895,080.67	\$ -	\$ 1,895,080.67	\$ 1,889,951.69	\$ 2,103,466.69
Other Income & Other Financing Sources	15.01	-	15.01	-	-
Keys	860.36	-	860.36	721.00	400.00
Rental	8,425.00	-	8,425.00	12,537.70	4,875.00
Membership	1,500.00	-	1,500.00	2,100.00	-
Net Revenues	\$ 1,905,881.04	\$ -	\$ 1,905,881.04	\$ 1,905,310.39	\$ 2,108,741.69
General & Administrative Expenses					
Supervisor Fees	\$ 5,400.00	\$ 1,600.00	\$ 7,000.00	\$ 3,600.00	\$ 6,000.00
Trustee Services	8,206.98	-	8,206.98	8,300.00	8,600.00
Public Official Insurance	3,444.00	-	3,444.00	3,655.00	3,788.00
District Management	26,250.00	5,250.00	31,500.00	31,500.00	33,000.00
Engineering	250.00	-	250.00	1,000.00	1,000.00
Disclosure Agent	8,750.00	1,250.00	10,000.00	10,000.00	10,000.00
Property Appraiser	75.00	-	75.00	75.00	75.00
District Counsel	11,470.00	7,500.00	18,970.00	10,000.00	10,000.00
Assessment Administration	12,500.00	-	12,500.00	12,500.00	12,500.00
Reamortization Schedules	-	500.00	500.00	500.00	500.00
Audit	5,600.00	-	5,600.00	5,600.00	5,800.00
Arbitrage Calculation	600.00	-	600.00	1,200.00	600.00
Tax Document Preparation Fee	71.57	-	71.57	84.00	84.00
Legal Advertising	3,178.04	350.00	3,528.04	2,500.00	2,500.00
Miscellaneous office	3,113.01	622.60	3,735.61	2,000.00	2,000.00
Bank Fees	2,763.89	552.78	3,316.67	4,000.00	4,000.00
Storage	675.96	-	675.96	3,347.52	-
Contingency- Incl Hurricane cleanup	79,694.46	15,938.89	95,633.35	176,000.00	221,185.01
Web Site Maintenance	2,300.00	580.00	2,880.00	2,880.00	2,880.00
Dues, Licenses, and Fees	644.34	-	644.34	475.00	475.00
General Insurance	6,736.00	-	6,736.00	4,835.00	5,012.00
Crime Insurance	500.00	-	500.00	500.00	550.00
Reserve	67.98	234,932.02	235,000.00	235,000.00	246,000.00
Total General & Administrative Expenses	\$ 182,291.23	\$ 269,076.29	\$ 451,367.52	\$ 519,551.52	\$ 576,549.01
Field Expense					
Field Management	\$ 13,783.50	\$ 2,781.00	\$ 16,564.50	\$ 16,686.00	\$ 16,686.00
Security	6,600.00	-	6,600.00	10,000.00	10,000.00
Security System	10,634.70	1,081.98	11,716.68	12,000.00	13,000.00
Electric - Street Lights/ private lighting	7,822.00	1,564.40	9,386.40	14,000.00	14,000.00
Water Reclaimed	28,855.71	5,771.14	34,626.85	22,500.00	32,000.00
Conservation Area Maintenance	17,842.00	2,010.00	19,852.00	26,880.00	20,000.00
General Repair & Maintenance	23,810.38	4,762.08	28,572.46	30,900.00	40,000.00
Irrigation Repairs	35,550.00	11,850.00	47,400.00	40,000.00	40,000.00
Landscape Maintenance (Section 1)	415,780.00	83,156.00	498,936.00	454,555.00	392,812.00
Landscape Maintenance (Section 2)	-	-	-	-	206,124.00
Landscape Improvements	42,161.50	8,432.30	50,593.80	50,000.00	50,000.00
Maintenance Person	59,158.17	11,180.00	70,338.17	70,592.40	71,092.40
Mulch	-	45,000.00	45,000.00	45,000.00	45,000.00
RPB Maintenance	-	60,000.00	60,000.00	60,000.00	60,000.00
Stormwater Reporting	-	-	-	2,000.00	2,000.00
Pressure Clean Curbs and Walks	44,380.66	15,619.34	60,000.00	60,000.00	60,000.00
Total Field Expenses	\$ 706,378.62	\$ 253,208.24	\$ 959,586.86	\$ 915,113.40	\$ 1,072,714.40



Parker Road CDD
Approved Proposed Fiscal Year 2027 Annual Operations & Maintenance Budget

	Actual thru 7/31/26	FY 2026 Anticipated Aug.-Sept.	Anticipated FY 2026 Total	Adopted FY 2026 Budget	Approved Proposed FY 2027 Budget
<u>Amenity Expenses</u>					
Lifestyle Programming	\$ 30,532.31	\$ 2,017.69	\$ 32,550.00	\$ 32,550.00	\$ 32,550.00
Lifestyle Coordinator	51,910.59	10,408.74	62,319.33	62,452.50	66,075.06
Amenity - Dumpster	3,815.30	763.06	4,578.36	2,600.00	4,000.00
Amenity - Cable & Internet	8,079.69	1,480.94	9,560.63	6,000.00	8,700.00
Amenity - Insurance	33,010.00	-	33,010.00	36,563.00	33,469.00
Amenity - Dues & License	25.00	-	25.00	125.00	125.00
Amenity - Landscape Maintenance	75,000.00	15,000.00	90,000.00	52,762.00	-
Amenity - Pool Maintenance	26,132.98	3,600.00	29,732.98	22,200.00	22,200.00
Amenity - Pool Repair	4,623.66	924.73	5,548.39	12,000.00	24,000.00
Amenity - Gas (Pool Heating)	14,820.26	2,964.05	17,784.31	30,000.00	30,000.00
Amenity - Gates/ Control Access	3,085.23	456.28	3,541.51	5,500.00	5,500.00
Amenity - Janitorial	2,091.93	418.39	2,510.32	5,500.00	5,500.00
Amenity - Maintenance	30,642.37	6,128.47	36,770.84	25,000.00	30,940.00
Amenity - HVAC System	-	-	-	-	2,560.00
Amenity - Electric	27,686.00	5,537.20	33,223.20	35,000.00	35,000.00
Amenity - Reclaimed Water	42,102.69	8,420.54	50,523.23	27,000.00	50,000.00
Amenity - Manager	73,366.27	13,833.34	87,199.61	90,350.00	90,350.00
Amenity - Mulch	7,750.00	3,850.00	11,600.00	11,600.00	11,600.00
Lifestyle Capital	1,955.55	391.11	2,346.66	6,571.25	2,637.50
Fitness Facility - Maintenance	3,705.71	741.14	4,446.85	12,000.00	12,000.00
Tennis Courts/Basketball Court/Pickleball Court	5,758.92	1,151.78	6,910.70	5,000.00	5,000.00
Employee Holiday Bonus	1,500.00	-	1,500.00	1,500.00	-
Employee Recognition Luncheons (4x Annually)	502.93	-	502.93	600.00	-
Utility Cart	-	-	-	500.00	-
Amenity - Pest Control	2,494.00	504.00	2,998.00	3,024.00	3,024.00
Total Amenity Expenses	\$ 450,591.39	\$ 78,591.47	\$ 529,182.86	\$ 486,397.75	\$ 475,230.56
Total Expenses	\$ 1,339,261.24	\$ 600,876.00	\$ 1,940,137.24	\$ 1,921,062.67	\$ 2,124,493.97
<u>Other Income (Expense)</u>					
Interest Income	\$ 27,006.54	\$ 5,401.31	\$ 32,407.85	\$ 15,752.28	\$ 15,752.28
Total Other Income (Expense)	\$ 27,006.54	\$ 5,401.31	\$ 32,407.85	\$ 15,752.28	\$ 15,752.28
Net Income (Loss)	\$ 593,626.34	\$ (595,474.69)	\$ (1,848.35)	\$ (0.00)	\$ 0.00

FY27 Anticipated Carry Forward \$ 654,287.55



Parker Road CDD

Fiscal Year 2027

Budget Item Description

Revenues:

Maintenance Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Other Income & Other Financing Sources

Revenue received from sale of keycards, and amenity rental

General & Administrative Expenditures:

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the District trust accounts.

Public Officials' Liability (POL) Insurance

Supervisors' and Officers' liability insurance.

District Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit "A" of the Management Agreement.

Engineering

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the District throughout the year.

Disclosure Agent

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the disclosure agent provides to the trustee and bond holders.



Parker Road CDD

Fiscal Year 2027

Property Appraiser

Cost incurred for a copy of the annual parcel listing for parcels within the District from the county.

District Counsel

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

Tax Document Preparation Fee

Annual 1099 processing is required to be electronically filed. These are the fee association with the electronic filing.

Miscellaneous -Office/Admin

Other administrative and grounds expenses incurred throughout the year. Specifically, bank fees, checks, postage and printing.

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to monthly meetings, special meetings, and public hearings for the District



Parker Road CDD Fiscal Year 2027

Bank Fees

Financial institution service and transaction charges.

Contingency

Other expenses incurred throughout the year.

Web Site Maintenance

Web site maintenance fee for the district website.

Dues, Licenses & Fees

The District is required to pay an annual fee to the Department of Economic Opportunity.

General Insurance

General liability insurance.

Crime Insurance

Insurance for crime committed on CDD property.

Reserve

Funds set aside for extraordinary expenses not otherwise budgeted for.

Field Expenditures:

Field Management

Leland Management Fee.

Security/ Security System

Security measures for the District.

Electric - Street Lights/ private lighting

Electricity for Street Lights and Irrigation System as well as water used for irrigation

Water Reclaimed

Water used for irrigation



Parker Road CDD

Fiscal Year 2027

Conservation Area Maintenance

Maintenance of conservation area.

General Repair & Maintenance

Repair & maintenance of District equipment, plant, or property.

Irrigation Repairs

Inspection and repair of irrigation system.

Landscape Maintenance (Section 1)

Contracted landscaping and Common Area Maintenance within the boundaries of the district, includes Pickleball Maintenance.

Landscape Maintenance (Section 2)

Contracted landscaping for Phase 5 and future phases

Landscape Improvements

Improvements in landscape above and beyond what is already contracted for property owned by District.

Maintenance Person

On site maintenance person to maintain the grounds.

Mulch

Mulch or Straw for the common areas of the District. (excludes Amenity)

RPB Maintenance

Maintenance of the retention pond bank.

Pressure Clean Curbs and Walks

Pressure wash of the common areas of the District.

Stormwater Reporting

Report required every five years from licensed engineer.



Parker Road CDD

Fiscal Year 2027

Amenity Expenses:

Lifestyle Programming

Community Events and activities.

Lifestyle Coordinator

Fees for onsite personnel including lifestyles coordinator, maintenance person, and lifeguards.

Amenity - Dumpster

Waste pickup services.

Amenity – Cable & Telephone

Typically used for Wi-Fi connection needed for cameras on District property.

Amenity - Insurance

Insurance to protect property and cover casualty.

Amenity - Dues & License

The District is required to pay an annual fee for a pool permit.

Amenity - Landscape Maintenance

Landscape maintenance of the amenity center grounds.

Amenity - Pool Maintenance

Swimming pool requires cleaning and maintenance.

Amenity - Pool Repair

Maintenance to address normal wear and tear.

Amenity - Gates/Control Access

Cost to maintain the Gates.

Amenity - Janitorial

Janitorial services and supplies for the clubhouse or amenity center.



Parker Road CDD

Fiscal Year 2027

Amenity - Maintenance

Repairs and maintenance to facility within the District.

Amenity - HVAC System

Maintenance, repair, and replacement of HVAC systems serving amenity facilities to ensure efficient climate control and air quality

Amenity - Electric

The clubhouse requires electricity and running water to operate effectively.

Amenity – Gas (Pool Heating)

Gas for amenity center.

Amenity – Reclaimed Water

Water used for irrigation of amenity property.

Amenity - Manager

Fees for onsite Amenity manager contracted with Leland.

Amenity - Mulch

Replacement of mulch.

Amenity - Fitness Facility Maintenance

Maintenance of fitness equipment in the amenity center.

Amenity - Tennis Courts (2) and Basketball Court (1)

Maintenance of tennis courts and basketball courts owned by District.

Amenity - Pest Control

Pest control services.

Lifestyle Capital

Funds used to replace long term use items within the amenity center.



Parker Road CDD Fiscal Year 2027

Other Income:

Interest Income

Interest earned on Money Market account.



Parker Road CDD
Proposed Debt Service Fund Budget
Series 2007A & 2020A Special Assessment Bonds FY 2027

<u>Description</u>	<u>Proposed FY 2027 Budget</u>
<u>Revenues:</u>	
Assessments	\$1,477,404
Total Revenues	<u>\$1,477,404</u>
<u>Expenditures:</u>	
Series 2007A - Interest 11/1/26	\$134,120
Series 2007A - Interest 5/1/27	\$134,120
Series 2007A - Principal 5/1/27	\$290,000
Series 2020A - Interest 11/1/26	\$184,099
Series 2020A - Interest 5/1/27	\$184,099
Series 2020A - Principal 5/1/27	\$245,000
Total Expenditures	<u>\$1,171,439</u>
Excess Revenues / (Expenditures)	<u>\$305,965</u>
Series 2007A - Interest 11/1/27	\$126,000.00
Series 2020A - Interest 11/1/27	\$179,965.00
	\$305,965.00



Parker Road CDD
Fiscal Year 2027
Assessment Schedule

Lot Size	FY 2027 O&M Assessment	Gross Debt Assessment Series 2007	Total
50'	\$2,239.97	\$821.28	\$3,061.25
65'	\$2,239.97	\$1,055.32	\$3,295.29
80'	\$2,239.97	\$1,303.19	\$3,543.16
90'	\$2,239.97	\$1,472.34	\$3,712.31
100'	\$2,239.97	\$1,628.72	\$3,868.69
150'	\$2,239.97	\$2,450.00	\$4,689.97

Lot Size	FY 2027 O&M Assessment	Gross Debt Assessment Series 2020	Total
50'	\$2,239.97	\$1,029.79	\$3,269.76
65'	\$2,239.97	\$1,339.36	\$3,579.33
80'	\$2,239.97	\$1,647.87	\$3,887.84



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Public Hearing on the Imposition of Special Assessments

- a) Public Comments and Testimony
- b) Board Comments
- c) Consideration of Resolution 2026-11,
Imposing Special Assessments and
Certifying an Assessment Roll for
Fiscal Year 2026-2027

RESOLUTION 2026-11
[FY 2027 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2027 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Parker Road Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Alachua County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT:

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District’s Board hereby certifies for collection the FY 2027 installment of the District’s previously levied debt service special assessments (“**Debt Assessments**,” and together with the O&M Assessments, the “**Assessments**”) in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Direct Bill Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on “**Direct Collect Property**” identified in **Exhibit B** shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibit A** and **Exhibit B**. The District’s Board finds and determines that such collection method is an efficient method of collection for the Direct Collect Property.
 - i. *Due Date (O&M Assessments).* O&M Assessments directly collected by the District shall be due and payable [(**OPTION 1**) on the dates set forth in the invoices prepared by the District Manager, but no earlier than October 1st and no later than September 30th of FY 2027][(**OPTION 2**) in full on [**DATE**]; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule: [#]% due no later than [**DATE**], [#]% due no later than [**DATE**] and [#]% due no later than

[DATE][**(OPTION 3)**] In full on October 1, 2026; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule: 25% due no later than October 1, 2026, 25% due no later than January 1, 2027, 25% due no later than April 1, 2027, and 25% due no later than July 1, 2027].

ii. *Due Date (Debt Assessments).* Debt Assessments directly collected by the District shall be due and payable in full on [**(OPTION 1) [December 1, 2026]**]; provided, however, that, to the extent permitted by law, the Debt Assessments due may be paid in two partial, deferred payments and on dates that are 30 days prior to the District's corresponding debt service payment dates all as set forth in the invoice(s) prepared by the District Manager[**(OPTION 2) [DATE]**]; provided, however, that, to the extent permitted by law, the Debt Assessments due may be paid in several partial, deferred payments and according to the following schedule: [#]% due no later than [DATE], [#]% due no later than [DATE] and [#]% due no later than [DATE].

iii. In the event that an Assessment payment is not made in accordance with the schedule(s) stated above, the whole of such Assessment, including any remaining partial, deferred payments for the Fiscal Year: shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent Assessments shall accrue at the rate of any bonds secured by the Assessments, or at the statutory prejudgment interest rate, as applicable. In the event an Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole Assessment, as set forth herein.

c. **Future Collection Methods.** The District's decision to collect 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 in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the

date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **APPROVAL OF PRIOR ACTIONS.** The actions of the Chairman, Vice Chairman, Secretary, Treasurer, Assistant Secretaries, and all District Staff in finalizing the Assessments and Assessment Roll as provided herein are hereby ratified, approved, and confirmed in all respects.

7. **SEVERABILITY; EFFECTIVE DATE.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2026.

ATTEST:

**PARKER ROAD COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget
Exhibit B: Assessment Roll

Exhibit A
Adopted Budget



Parker Road CDD
Approved Proposed Fiscal Year 2027 Annual Operations & Maintenance Budget

	Actual thru 7/31/26	FY 2026 Anticipated Aug.-Sept.	Anticipated FY 2026 Total	Adopted FY 2026 Budget	Approved Proposed FY 2027 Budget
<u>Amenity Expenses</u>					
Lifestyle Programming	\$ 30,532.31	\$ 2,017.69	\$ 32,550.00	\$ 32,550.00	\$ 32,550.00
Lifestyle Coordinator	51,910.59	10,408.74	62,319.33	62,452.50	66,075.06
Amenity - Dumpster	3,815.30	763.06	4,578.36	2,600.00	4,000.00
Amenity - Cable & Internet	8,079.69	1,480.94	9,560.63	6,000.00	8,700.00
Amenity - Insurance	33,010.00	-	33,010.00	36,563.00	33,469.00
Amenity - Dues & License	25.00	-	25.00	125.00	125.00
Amenity - Landscape Maintenance	75,000.00	15,000.00	90,000.00	52,762.00	-
Amenity - Pool Maintenance	26,132.98	3,600.00	29,732.98	22,200.00	22,200.00
Amenity - Pool Repair	4,623.66	924.73	5,548.39	12,000.00	24,000.00
Amenity - Gas (Pool Heating)	14,820.26	2,964.05	17,784.31	30,000.00	30,000.00
Amenity - Gates/ Control Access	3,085.23	456.28	3,541.51	5,500.00	5,500.00
Amenity - Janitorial	2,091.93	418.39	2,510.32	5,500.00	5,500.00
Amenity - Maintenance	30,642.37	6,128.47	36,770.84	25,000.00	30,940.00
Amenity - HVAC System	-	-	-	-	2,560.00
Amenity - Electric	27,686.00	5,537.20	33,223.20	35,000.00	35,000.00
Amenity - Reclaimed Water	42,102.69	8,420.54	50,523.23	27,000.00	50,000.00
Amenity - Manager	73,366.27	13,833.34	87,199.61	90,350.00	90,350.00
Amenity - Mulch	7,750.00	3,850.00	11,600.00	11,600.00	11,600.00
Lifestyle Capital	1,955.55	391.11	2,346.66	6,571.25	2,637.50
Fitness Facility - Maintenance	3,705.71	741.14	4,446.85	12,000.00	12,000.00
Tennis Courts/Basketball Court/Pickleball Court	5,758.92	1,151.78	6,910.70	5,000.00	5,000.00
Employee Holiday Bonus	1,500.00	-	1,500.00	1,500.00	-
Employee Recognition Luncheons (4x Annually)	502.93	-	502.93	600.00	-
Utility Cart	-	-	-	500.00	-
Amenity - Pest Control	2,494.00	504.00	2,998.00	3,024.00	3,024.00
Total Amenity Expenses	\$ 450,591.39	\$ 78,591.47	\$ 529,182.86	\$ 486,397.75	\$ 475,230.56
Total Expenses	\$ 1,339,261.24	\$ 600,876.00	\$ 1,940,137.24	\$ 1,921,062.67	\$ 2,124,493.97
<u>Other Income (Expense)</u>					
Interest Income	\$ 27,006.54	\$ 5,401.31	\$ 32,407.85	\$ 15,752.28	\$ 15,752.28
Total Other Income (Expense)	\$ 27,006.54	\$ 5,401.31	\$ 32,407.85	\$ 15,752.28	\$ 15,752.28
Net Income (Loss)	\$ 593,626.34	\$ (595,474.69)	\$ (1,848.35)	\$ (0.00)	\$ 0.00

FY27 Anticipated Carry Forward \$ 654,287.55



Parker Road CDD
Proposed Debt Service Fund Budget
Series 2007A & 2020A Special Assessment Bonds FY 2027

<u>Description</u>	<u>Proposed FY 2027 Budget</u>
<u>Revenues:</u>	
Assessments	\$1,477,404
Total Revenues	<u>\$1,477,404</u>
<u>Expenditures:</u>	
Series 2007A - Interest 11/1/26	\$134,120
Series 2007A - Interest 5/1/27	\$134,120
Series 2007A - Principal 5/1/27	\$290,000
Series 2020A - Interest 11/1/26	\$184,099
Series 2020A - Interest 5/1/27	\$184,099
Series 2020A - Principal 5/1/27	\$245,000
Total Expenditures	<u>\$1,171,439</u>
Excess Revenues / (Expenditures)	<u>\$305,965</u>
Series 2007A - Interest 11/1/27	\$126,000.00
Series 2020A - Interest 11/1/27	\$179,965.00
	\$305,965.00



Parker Road CDD
Fiscal Year 2027
Assessment Schedule

Lot Size	FY 2027 O&M Assessment	Gross Debt Assessment Series 2007	Total
50'	\$2,239.97	\$821.28	\$3,061.25
65'	\$2,239.97	\$1,055.32	\$3,295.29
80'	\$2,239.97	\$1,303.19	\$3,543.16
90'	\$2,239.97	\$1,472.34	\$3,712.31
100'	\$2,239.97	\$1,628.72	\$3,868.69
150'	\$2,239.97	\$2,450.00	\$4,689.97

Lot Size	FY 2027 O&M Assessment	Gross Debt Assessment Series 2020	Total
50'	\$2,239.97	\$1,029.79	\$3,269.76
65'	\$2,239.97	\$1,339.36	\$3,579.33
80'	\$2,239.97	\$1,647.87	\$3,887.84

Exhibit B
Assessment Roll



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Public Hearing on the Adoption of Revised Rules of Procedure

- a) Public Comments and Testimony
- b) Board Comments
- c) Consideration of Resolution 2026-12,
Adopting Revised Rules of Procedure

RESOLUTION 2026-12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Parker Road Community Development District (the “**District**”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall supersede any rules of procedure previously adopted by the District and remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 21st day of August 2026.

ATTEST:

**PARKER ROAD COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A

RULES OF PROCEDURE

RULES OF PROCEDURE

COMMUNITY DEVELOPMENT DISTRICT

RULE NO.

EFFECTIVE AS OF _____, 2026

TABLE OF CONTENTS

Rule 1.0	General.....	2
Rule 1.1	Board of Supervisors; Officers and Voting.	3
Rule 1.2	District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.	7
Rule 1.3	Public Meetings, Hearings, and Workshops.	10
Rule 1.4	Internal Controls to Prevent Fraud, Waste and Abuse.....	15
Rule 2.0	Rulemaking Proceedings.	16
Rule 3.0	Competitive Purchase.	22 <u>29</u>
Rule 3.1	Procedure Under the Consultants' Competitive Negotiations Act.	27 <u>34</u>
Rule 3.2	Procedure Regarding Auditor Selection.	31 <u>38</u>
Rule 3.3	Purchase of Insurance.	35 <u>42</u>
Rule 3.4	Pre-qualification.....	37 <u>44</u>
Rule 3.5	Construction Contracts, Not Design-Build.	42 <u>49</u>
Rule 3.6	Construction Contracts, Design-Build.	46 <u>54</u>
Rule 3.7	Payment and Performance Bonds.	51 <u>59</u>
Rule 3.8	Goods, Supplies, and Materials.	52 <u>60</u>
Rule 3.9	Maintenance Services.	56 <u>64</u>
Rule 3.10	Contractual Services.	59 <u>68</u>
Rule 3.11	Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.....	60 <u>69</u>
Rule 4.0	Effective Date.	63 <u>72</u>

Rule 1.0 General.

- (1) The _____ Community Development District (the “**District**”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “**Rules**”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by ~~electronic mail~~-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “**Board**”) shall consist of five (5) members. Members of the Board (“**Supervisors**”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("**District Manager**") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled “**Record of Proceedings**,” in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation ~~in~~within the county or counties in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and ~~Committees~~committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Votes Required. No Board member who is present at any meeting of the District Board at which an official decision, ruling, or other official act is to be taken or adopted may abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such Board member present, except when, with respect to any such member, there is, or appears to be, a possible conflict of interest under the provisions of s. 112.311, s. 112.313, or s. 112.3143 of the Florida Statutes.
- (67) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, “voting conflict of interest” shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member’s special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.

- (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 112.3143, 190.006, 190.007, [286.012](#), Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior 24 months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "**extensive**" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("**Coordinator**") for the District as required by the Florida Commission on Ethics ("**Commission**"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("**Reporting Individual**"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise authorized or required by statute or these Rules, at least seven (7) days', but ~~no~~not more than thirty (30) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation ~~in~~within the county or counties in which the District ~~and is~~ located. A newspaper is deemed to be a newspaper of "general circulation" in the county in which the District is located. ~~"General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public~~ if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1) of the Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published, as such provisions may be amended from time to time by law. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published ~~in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week~~ as provide in Chapter 50 of the Florida Statutes, and such notice published consistent therewith shall satisfy the requirement to give at least seven (7) days' public notice as required herein. Each Notice shall state, as applicable:
- (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at _____. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."

- (e) The following or substantially similar language: “A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.”
- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days prior to such meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any i) confidential and ~~any~~ ii) confidential and exempt information, shall be available to the public at least seven (7) days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public ~~comment~~ comments
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business

Staff reports

- (a) District Counsel
- (b) District Engineer
- (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures

Supervisor's requests and comments

~~Public comment~~

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation within the county in which the District is located. After an emergency meeting, the Board shall publish in a newspaper of general circulation within the county in which the District is located, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.

- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board or as otherwise provided in the resolution approving the annual budget(s). Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.
- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and

posted at the District Office immediately following the original meeting.

- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.
- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

~~(1)~~ (1) Internal Controls. The District shall establish and maintain internal controls designed to:

~~(a)~~ (a) Prevent and detect “**fraud**,” “**waste**” and “**abuse**” as those terms are defined in section 11.45(1),

(b) Florida Statutes; and

~~(b)~~ (c) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and

~~(c)~~ (d) Support economical and efficient operations; and

~~(d)~~ (e) Ensure reliability of financial records and reports; and

~~(e)~~ (f) Safeguard assets.

~~(2)~~ (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules, in accordance with the requirements of Section 190.011(5) of the Florida Statutes, and Chapter 120 of the Florida Statutes, including but not limited to Section 120.81(2)(b) of the Florida Statutes. Rulemaking proceedings shall be deemed to have been initiated upon publication of ~~notice~~ Notice of Rule Development by the District as required by Section 2 of this Rule. A “**rule**” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (~~“Rule”~~). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Requirements of a Rule. All District rules as drafted shall:
 - (a) Contain only one subject;
 - (b) Include readable language, meaning it avoids i) the use of obscure words and unnecessarily long or complicated constructions, and ii) the use of unnecessary technical or specialized language that is understood only by members of particular trades or professions;
 - (c) Be indefinite such that the rule does not include a provision whereby the rule, or a portion thereof, automatically expires or is repealed on a specific date or at the end of a specified period, unless otherwise expressly authorized by law; and
 - (d) Only incorporate material by reference in compliance with Section 120.54(1)(i) of the Florida Statutes.
- (3) Statement of Estimated Regulatory Costs. Before adopting, amending, or repealing any rule, other than an emergency rule, the District may prepare a statement of estimated regulatory costs (“SERC”) based on the factors set forth in Section 120.541(2) of the Florida Statutes. The District shall prepare a SERC for a proposed rule if in accordance with the requirements of Section 120.541(2) of the Florida Statutes if: i) the proposed rule will have an adverse economic impact on small business; or ii) the proposed rule is likely to directly or indirectly increase regulatory costs in excess of \$200,000 in the aggregate in the state within one (1) year after implementation of the rule.
- (~~24~~) Notice of Rule Development.

- (a) Except when the intended action is the repeal of a ~~Rule~~rule, the District shall provide notice of the development of a proposed rule ~~by publication of a~~ (“Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a—”) setting forth the following:

- (i) the subject area to be addressed by rule development;
- (ii) A short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule;
- (iii) The grant of rulemaking authority for the proposed rule;
- (iv) The law being implemented;
- (v) The proposed rule number; and

~~, and include~~ (vi) If available, either the preliminary text of the proposed rule and any incorporated documents, or a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available of such rule or documents.

- (b) ~~All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.~~ The Notice of Rule Development shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the Notice of Rulemaking required by Section 5 of this Rule, and at least thirty-five (35) days prior to the intended action.

(35) Notice of ~~Proceedings and Proposed Rules~~Rulemaking.

- (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall ~~give~~provide notice of its intended action; (the “Notice of Rulemaking”) ~~setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific.~~ The notice shall include a the following:
- (i) A short, plain explanation of the purpose and effect of the proposed rule;

- (ii) The proposed rule number;
- (iii) A summary of the proposed rule or amendment;
- (v) The grant of rulemaking authority for the proposed rule;
- (vi) The law being implemented or interpreted;
- (vii) The name, e-mail address, and telephone number of the agency employee who may be contacted regarding the intended action;
- (viii) A concise summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, ~~and a that~~ describes the regulatory impact of the rule in readable language;
- (ix) The District's website where the statement of estimated regulatory costs can be viewed, in its entirety, if one has been prepared;
- (x) A statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. ~~The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a~~;
- (xi) A statement as to whether, based on the SERC or other information expressly relied upon and described by the District if no statement of regulatory costs is required, the proposed rule is expected to require legislative ratification pursuant to Section 120.541(3) of the Florida Statutes;
- (x) The date, time, and location of the public hearing on the proposed rule;
- (xi) The name, address, and telephone number of the District contact person who can provide information about the public hearing; and
- (xii) A reference to both the date on which and the place where the Notice of Rule Development required by ~~section (2)~~Section 4 of this Rule appeared, except when the intended action is the repeal of a rule.

- (b) The ~~notice~~Notice of Rulemaking shall be published in a newspaper of general circulation ~~in within~~ the ~~District and each~~ county or counties in which the District is located ~~not less than~~at least seven (7) days after the Notice of Rule Development required by Section 4 of this Rule, and at least twenty-eight (28) days prior to the intended action. ~~The proposed rule shall be available for inspection and copying by the public at the time~~ If the Notice of Rulemaking is not published within one-hundred eighty (180) days of the publication of notice, the Notice of Rule Development, then the District's Board shall approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- ~~(c)~~ (c) The ~~notice~~Notice of Rulemaking shall be mailed or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days ~~prior to such mailing~~before publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice ~~by mail of District~~of the District's rulemaking proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address or e-mail address, and may be required to pay the cost of copying and mailing as applicable.
- (d) As of the date of publication of the Notice of Rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the proposed rule, including all material proposed to be incorporated by reference.
- (6) Modification of Rules.
- (a) Technical Changes.
- (i) Prior to rule adoption, the District shall publish a notice of correction ("Notice of Correction") if any of the information that is required to be included in the Notice of Rulemaking, including technical changes that correct citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, is omitted or is incorrect. A Notice of Correction cannot be used to make substantive changes to the rule text. The Notice of Correction shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the intended action.
- (ii) After rule adoption, a technical change to a rule may be approved at any time by the District. Promptly thereafter, a Notice of Correction shall be published by the District in the manner set forth in Section 6(a)(i) of this Rule.

(b) Substantive Changes.

(i) Prior to rule adoption, the District shall publish a notice of change (“Notice of Change”) if there is any substantive change, other than a technical change that corrects citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, to a proposed rule, including any material incorporated by reference, or to a SERC. The Notice of Change must address a summary of the change and shall be published in a newspaper of general circulation within the county or counties in which the District is located at least twenty-one (21) days prior to the intended action. The Notice of Change shall also be sent to those persons set forth in Section 5(C) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings. Any substantive change must be either be:

1. Supported by the record of the public hearing held on the proposed rule;
2. In response to written materials submitted to the District; or
3. In response to an objection with the proposed rule by the District Board.

(ii) After rule adoption, a substantive change to a rule shall be effectuated by initiating rulemaking as set forth in this Rule.

(7) Withdrawal of Proposed Rules.

(a) Prior to the adoption of a rule, the District may elect to withdraw the proposed rule in whole or in part. After a rule has become effective, the District may only amend or repeal the rule through initiating the rulemaking procedures set forth in this Rule.

(b) Prior to the adoption of a rule, the District shall withdraw the proposed rule if the District has either failed to adopt such rule within one-hundred eighty (180) days of the publication of the Notice of Rule Development required by Section 4 of this Rule or to approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.

(c) In the event of a withdrawal of a proposed rule, the District shall publish a notice (“Notice of Rule Withdrawal”) in a newspaper of general circulation within the county or counties in which the District is located,

and shall provide notice to those persons set forth in Section 5(c) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings.

- (d) Within fifteen (15) days after the end of each calendar quarter, the District shall compile and post on its website a list of each failure to publish a Notice of Rulemaking within the timeframe prescribed by Section 5(b) of this Rule, which list shall include the information set forth in Section 120.54(3)(d)(7) of the Florida Statutes. The District is only required to provide such posting in any calendar quarter(s) in which there is an actual failure to timely publish a Notice of Rulemaking, if any.

(48) Rule Development Workshops.

- (a) Whenever requested in writing by any affected person, the District must ~~either~~ conduct a rule development workshop prior to proposing rules for adoption ~~or for the purposes of rule development or information gathering for the preparation of the SERC, unless~~ the Chairperson ~~must explain~~ explains in writing why a workshop is unnecessary. The District may initiate a rule development workshop, but is not required to do so.
- (b) If a workshop is held, the District must ensure that the person(s) responsible for preparing the rule and the SERC, if applicable, are available to explain the District's proposed rule and to respond to questions or comments regarding the rule being developed.
- (c) The notice of any workshop shall be published in a newspaper of general circulation within the county or counties in which the District is located at least fourteen (14) days prior to the workshop setting forth the following:
 - (i) The place, date, and time of the workshop;
 - (ii) The subject area that will be addressed; and
 - (iii) The District Manager's contact information.

(9) Petitions to Initiate Rulemaking.

- (5a) ~~Petitions to Initiate Rulemaking~~—All Petitions to Initiate Rulemaking ~~proceedings~~ Proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. ~~Not later than sixty (60) calendar~~ District staff shall forward a copy of the petition to the District's Board within seven (7) days of its receipt.

(b) If the petition is directed to an adopted rule, within thirty (30) days following the date of filing a petition, the ~~Board~~District shall either i) initiate rulemaking proceedings~~or, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.~~

(c) If the petition is directed to an ~~existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and~~unadopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking, or ii) set a public hearing to consider whether the public interest is served adequately by the application of the policy~~proposed rule~~ on a case-by-case basis, as contrasted with its formal adoption as a rule. ~~However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.~~

~~(6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:~~

(i) If the District elects to hold a public hearing, notice of the public hearing (“**Notice of Rulemaking Petition Public Hearing**”) shall be published in a newspaper of general circulation within the county or counties in which the District is located. The public hearing shall be held by the District within thirty (30) days after publication of the Notice of Rulemaking Petition Public Hearing.

~~(a) The text of the proposed rule, or any amendment or repeal of any existing rules;~~

(ii) Not later than thirty (30) days following the date of the public hearing held pursuant to Section 9(c)(i) of this Rule, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.

~~(b) A detailed written statement of the facts and circumstances justifying the proposed rule;~~

1. If the District decides to initiate rulemaking it shall proceed with the rulemaking process as set forth in this Rule.

~~(c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and~~

2. If the District decides to not initiate rulemaking or otherwise comply with the requested action, the District shall publish a statement of its reasons for not initiating rulemaking or otherwise complying with the requested action and of any changes it will make in the scope or application of the

unadopted rule (the “**Notice of Denial of Rulemaking Petition**”). The Notice of Denial of Rulemaking Petition shall be published in a newspaper of general circulation within the county or counties in which the District is located.

(d) Nothing in this Rule shall be construed as requiring the District to adopt, amend, or repeal a rule as initiated by petition.

(~~d~~10) ~~The published notice~~Public Hearing.

(~~7~~a) ~~Hearing.~~—The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the ~~notice described in section (3) of this Rule~~Notice of Rulemaking, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. ~~The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. When a public hearing is held, the District shall ensure that staff is available to explain the proposed rule and to respond to questions or comments regarding the proposed rule.~~ Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.

(b) The District shall publish notice of the public hearing (“**Notice of Public Hearing**”) in a newspaper of general circulation within the county or counties in which the District is located, either in the text of the Notice of Rulemaking or in a separate publication at least seven (7) days before the scheduled public hearing. The Notice of Public Hearing shall include the following information:

(i) The date, time, and location of the public hearing; and

(ii) The name, address, and telephone number of the District contact person who can provide information about the public hearing.

(11) Emergency Rule Adoption.

(~~8~~a) ~~Emergency Rule Adoption.~~—The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. ~~Prior to the adoption of an emergency~~

~~rule, or if the Legislature authorizes the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of to adopt emergency rules shall be published as soon as possible in a newspaper of general circulation in the District.~~ The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District ~~and otherwise complies with these provisions.~~

- (b) At the time or prior to the adoption of an emergency rule, the District shall post on its website a notice regarding its adoption of the emergency rule (the “Notice of Emergency Rule”) which includes the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and its reasons for concluding that procedure used is fair under the circumstances. The Notice of Emergency Rule shall thereafter be promptly published in a newspaper of general circulation within the county or counties in which the District is located, and shall include the following information:
 - (i) The full text of the rule(s); and
 - (ii) The District’s findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.
- (c) An emergency rule shall be effective immediately upon adoption by the District, or on a date less than twenty (20) days thereafter if specified in the emergency rule if the District finds that a later effective date is necessary because of immediate danger to the public health, safety, or welfare. An emergency rule may not be effective for a period of more than ninety (90) days after adoption and may not be renewable, unless the District has initiated rulemaking to adopt rules addressing the subject of the emergency rule and either i) a challenge to the proposed rules has been filed and remains pending or ii) the proposed rules are awaiting ratification by the Legislature, if applicable. Nothing in this paragraph prohibits the District from adopting a rule identical to the emergency rule through the non-emergency rulemaking procedures set forth in this Rule.
 - (i) If an emergency rule is being renewed in accordance with Section 11(d) of this Rule, notice of the renewal of the emergency rule (the “Notice of Renewal of Emergency Rule”) shall be published before the expiration of the existing emergency rule. The Notice of Renewal of Emergency Rule shall be published in a newspaper of general circulation within the county or counties in which the District is located and shall include the specific facts and reasons for such renewal.

- (ii) For emergency rules with an effective period of longer than ninety (90) days which are intended to replace an existing rule, the Rulemaking Record for the existing rule, as required by Section 13 of this Rule, shall specifically identify the emergency rule that is intended to supersede the existing rule as well as the date that the emergency rule was adopted by the District.
- (d) The District may supersede an emergency rule in effect through the adoption of another emergency rule before the superseded rule expires. The District shall post on its website and publish a Notice of Emergency Rule, in accordance with Section 11(b) of this Rule, identifying the reason for adopting the superseding rule. The superseding rule shall not be in effect longer than the duration of the effective period of the superseded rule.
- (e) The District may make technical changes to an emergency rule within the first seven (7) days after the rule is adopted, and such changes shall be published in a Notice of Correction as set forth in Section 6(a) of this Rule.
- (f) The District may repeal an emergency rule before it expires by publishing a notice (“**Notice of Repeal of Emergency Rule**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Repeal of Emergency Rule shall include the following information:
 - (i) The full text of the emergency rule and a summary thereof;
 - (ii) The rule number; and
 - (iii) A short and plain explanation as to why the conditions specified in the Notice of Emergency Rule no longer require the emergency rule.
- (912) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation ~~in~~ within the county or counties in which the District is located.
- (4013) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. ~~The record~~ (“**Rulemaking Record**”) which shall be on file with the District at least twenty-one (21) days prior to the proposed adoption date of the rule. The Rulemaking Record shall include, if ~~as~~ applicable:
 - (a) ~~The texts~~ A copy of the ~~proposed rule and the adopted~~ rule;
 - (b) ~~All notices given for a proposed~~ Any material incorporated by reference in the rule;

- (c) ~~Any~~A detailed written statement of ~~estimated regulatory costs for the~~facts and circumstances justifying the proposed rule;
- (d) Any SERC for the rule, if required by Section 120.54(3)(b)1. of the Florida Statutes or otherwise prepared, and any information created or used by the District in determining whether a SERC is required;
- (~~d~~e) A ~~written summary of hearings, if any, on~~statement of the extent to which the proposed rule relates to federal standards on rules on the same subject;
- (e) ~~All written comments received by the District and responses to those written comments; and~~
- (f) The Notice of Rule Development, Notice of Rulemaking, and notice(s) of any workshops held pursuant to Section 8 of this Rule; and
- (~~f~~g) ~~All notices and findings pertaining to~~If an emergency rule is intended to supersede an existing rule, the emergency rule number and the date that the emergency rule was adopted by the District.

(~~11~~14) Petitions to Challenge ~~Existing~~ Rules.

- (a) Any person substantially affected by a proposed or existing rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (i) A petition alleging the invalidity of a proposed rule shall be filed within twenty-one (21) days after the date of publication of Notice of Rulemaking, within ten (10) days after the final public hearing is held on the proposed rule; within twenty (20) days after the SERC or revised SERC has been prepared and made available as provided in Section 120.541(1)(d) of the Florida Statutes, if applicable; or within twenty (20) days after the date of publication of the Notice of Rule Withdrawal required by Section 7(c) of this Rule.
 - (ii) A petition alleging the invalidity of an existing rule may be filed at any time during which the rule is in effect.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a proposed or existing rule is substantially affected by it. A person who is not substantially affected by the proposed rule as initially noticed, but who is substantially affected by the rule as a result of a change, may challenge any provision of the resulting proposed rule.

- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, or seven (7) days if the challenge relates to an emergency rule, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, or fourteen (14) days if the challenge relates to an emergency rule, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) ~~Within 30 days after~~At the hearing, the ~~hearing officer shall render a decision and state the reasons therefor in writing.~~ petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (e) Hearings held under this section shall be de novo in nature. ~~The~~ For proposed rules, the petitioner has the burden to prove by a preponderance of the evidence that it would be substantially affected by the proposed rule, and the District has the burden to prove by a preponderance of the evidence that the proposed rule is not an invalid exercise of delegated legislative authority as to the objections raised. For existing rules, the petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. ~~The~~ During the hearing, the hearing officer may:
- (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) ~~The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.~~

(f) Within thirty (30) days after the hearing, or fourteen (14) days of the challenge relate to an emergency rule, the hearing officer shall render a decision and state the reasons therefor in writing. The hearing officer's order shall be considered final agency action. The hearing officer may declare all or part of a proposed or existing rule invalid. For a proposed rule, the proposed rule or provision thereof declared invalid shall not be adopted unless the decision of the hearing officer is reversed on appeal. In the event part of a proposed rule is declared invalid, the District may, in its sole discretion, withdraw the proposed rule in its entirety. For an existing rule, the rule or part thereof declared invalid shall become void when the time for filing an appeal expires. In the event that a proposed or existing rule has been declared invalid in whole or part, the District shall promptly publish notice of such occurrence published in a newspaper of general circulation within the county or counties in which the District is located.

~~(1215)~~ Variances and Waivers. A “**variance**” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “**waiver**” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:

- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “**substantial hardship**” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “**principles of fairness**” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
- (b) A person who is subject to regulation by a District ~~Rule~~rule may file a petition with the District, requesting a variance or waiver from the District’s ~~Rule~~rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.

- (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by ~~Rule~~rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the ~~petitioner's~~petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the ~~District's~~District's action. The District shall maintain a record of the type and disposition of each petition filed.
- (~~13~~16) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. ~~Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.~~

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 120.54, 120.542, 120.5435, 120.56, 120.81(2), 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) **“Competitive Solicitation”** means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) **“Continuing Contract”** means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) **“Contractual Service”** means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) **“Design-Build Contract”** means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) **“Design-Build Firm”** means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) **“Design Criteria Package”** means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) **“Design Criteria Professional”** means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) **“Emergency Purchase”** means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) **“Invitation to Bid”** is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) **“Invitation to Negotiate”** means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) **“Negotiate”** means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) **“Professional Services”** means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the ~~firm's~~ firm’s or individual’s professional employment or practice.
- (m) **“Proposal (or Reply or Response) Most Advantageous to the District”** means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) **“Purchase”** means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) **“Request for Proposals”** or **“RFP”** is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) **“Responsive and Responsible Bidder”** means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. **“Responsive and Responsible Vendor”** means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
- (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) **“Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response”** all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants¹ Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “**Project**” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation ~~in~~within the county or counties in which the District is located and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has

the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each ~~consultant's~~consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all ~~consultants~~ by proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

- (6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. “Auditing Services” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

~~(1)~~ Definitions.

- ~~(a) “Auditing Services” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.~~
- ~~(b) “Committee” means the auditor selection committee appointed by the Board as described in section (2) of this Rule.~~

~~(2)~~ (1) Establishment of Auditor Selection Committee. Prior to a public announcement under section ~~(43)~~ of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee (“**Committee**”), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

~~(3)~~ (2) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section ~~(43)~~ of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- ~~(a)~~ Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

- (i) Hold all required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) Evaluation Criteria. The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

~~(4)~~ (3) Public Announcement. After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section ~~(32)~~ of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation ~~in the District and~~ within the county or counties in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.

~~(5)~~ (4) Request for Proposals. The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines

is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals—, which may be submitted either electronically or via hard copy as determined by the District and provided for in the RFP. For the avoidance of doubt, the Proposals shall not be required to be publicly opened at the date, time, and place provided for in the RFP relative to the submission of Proposals.

- ~~(6)~~ (5) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection ~~(32)~~(3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.

~~(7)~~ (6) Board Selection of Auditor.

- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.

- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

~~(8)~~ (7) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:

- (a) A provision specifying the services to be provided and fees or other compensation for such services;
- (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
- (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
- (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
- (e) Provisions required by law that require the auditor to comply with public records laws.

~~(9)~~ (8) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile,~~ or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the RFP. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute

a waiver of proceedings under those Rules,["] or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - ~~(a)~~ (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - ~~(b)~~ (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall allow at least fourteen (14) days for submittal of bids.
 - ~~(c)~~ (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - ~~(d)~~ (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - ~~(e)~~ (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - ~~(f)~~ (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - ~~(g)~~ (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee

premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- ~~(h)~~ (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all ~~bidders by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, ~~by~~ hand delivery, or ~~by~~ overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - ~~(a)~~ (a) The Board shall cause to be prepared a Request for Qualifications.
 - ~~(b)~~ (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - ~~(c)~~ (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the ~~District and within the~~ county or counties in which the ~~District~~project is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - ~~(d)~~ (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - ~~(e)~~ (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (~~j~~k) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all ~~vendors by~~proposers by e-mail (with a delivery and read receipt), United States Mail, ~~electronic mail~~, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(2) ~~(3)~~ Suspension, Revocation, or Denial of Qualification

- ~~(a)~~(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
- ~~i.~~ (i) One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - ~~ii.~~ (ii) Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - ~~iii.~~ (iii) The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - ~~iv.~~ (iv) The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - ~~v.~~ (v) The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the

subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

- ~~vi.~~ (vi) The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
 - ~~vii.~~ (vii) The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.
 - ~~viii.~~ (viii) The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
 - ~~ix.~~ (ix) The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
 - ~~x.~~ (x) The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
 - ~~xi.~~ (xi) An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
 - ~~xii.~~ (xii) The vendor or affiliate(s) has been convicted of a contract crime.
- ~~1.~~ 1. The term “**contract crime**” means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - ~~2.~~ 2. The term “**convicted**” or “**conviction**” means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of

record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

- ~~(b)~~ (b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- ~~(e)~~ (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.
- ~~(d)~~ (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- ~~(e)~~ (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- ~~i.~~ (i) Impacts on project schedule, cost, or quality of work;
- ~~ii.~~ (ii) Unsafe conditions allowed to exist;
- ~~iii.~~ (iii) Complaints from the public;
- ~~iv.~~ (iv) Delay or interference with the bidding process;
- ~~v.~~ (v) The potential for repetition;
- ~~vi.~~ (vi) Integrity of the public contracting process;
- ~~vii.~~ (vii) Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation ~~in the District and in~~ within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile~~, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, or ~~faesimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or

Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (k) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board

with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all ~~contractors~~ by proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- ~~(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.~~
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:

- (a) The project is undertaken as repair or maintenance of an existing public facility;
- (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
- (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or
- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation ~~in~~within the county in which the ~~District~~project is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all ~~consultants by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website

at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Design Criteria Package. The notice shall include the following statement: ~~"~~"Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,~~"~~" or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
 9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
 10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.
- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board ~~should~~shall require that the contractor, before commencing the work, execute and record a payment and performance bond, or other acceptable surety, in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “**goods, supplies, and materials**” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - ~~(a)~~ (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - ~~(b)~~ (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - ~~(c)~~ (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - ~~(d)~~ (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all ~~vendors by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~facsimile~~, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which

may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the ~~District and within the~~ county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by ~~electronic mail~~ e-mail, United States Mail, hand delivery, ~~or facsimile~~, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all ~~vendors by~~ proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, ~~faesimile,~~ or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

[Link-to-previous setting changed from off in original to on in modified.]

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.

Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award or after posting on the District's website if so provided for in the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be

awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount and form of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by ~~electronic mail~~e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via ~~facsimile~~e-mail (with a delivery and read receipt), United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;

- (c) Regulate the course of the hearing, including any pre-hearing matters;
- (d) Enter orders; and
- (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- ~~(5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.~~
- ~~(65)~~ Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (6) Judicial Review. A party who is adversely affected by final District action is entitled to judicial review. Judicial review shall be sought in the county where the District is located. All proceedings shall be instituted by filing a notice of appeal or petition for review in accordance with the Florida Rules of Appellate Procedure within thirty (30) calendar days after the rendition of the decision being appealed. The filing of an appeal does not itself stay enforcement of the final District decision. Judicial review of any District action shall be confined to the record transmitted. The record for judicial review shall be compiled in accordance with the Florida Rules of Appellate Procedure. Failure to file a notice of appeal or petition for review within the time prescribed herein shall constitute a waiver of judicial review proceedings.
- (7) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- ~~(78)~~ Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

[Link-to-previous setting changed from off in original to on in modified.]

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ [120.69\(2\)\(a\)](#), 190.033, Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

[Link-to-previous setting changed from off in original to on in modified.]

Rule 4.0 Effective Date.

These Rules shall be effective _____, 2025, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

[Link-to-previous setting changed from off in original to on in modified.]

Summary report: Litera Compare for Word 11.12.0.83 Document comparison done on 6/23/2026 8:13:57 PM	
Style name: Default Style	
Intelligent Table Comparison: Active	
Original DMS: nd://4899-8735-7091/1/Pre-2026 Rules of Procedure (Form).docx	
Modified DMS: nd://4929-0681-0794/1/FORM Rules of Procedure - No Rule Review (5.8.2026).docx	
Changes:	
<u>Add</u>	378
Delete	263
Move From	0
<u>Move To</u>	0
<u>Table Insert</u>	0
Table Delete	0
<u>Table moves to</u>	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	641



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Resolution 2026-13,
Adopting the Annual Meeting Schedule
for Fiscal Year 2026-2027

RESOLUTION 2026-13

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE PARKER ROAD COMMUNITY DEVELOPMENT
DISTRICT ADOPTING THE ANNUAL MEETING
SCHEDULE FOR FISCAL YEAR 2026-2027**

WHEREAS, the Parker Road Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 2004-423, Laws of Florida; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

WHEREAS, the Board has proposed the Fiscal Year 2026-2027 annual meeting schedule as attached in **Exhibit A**;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD
OF THE PARKER ROAD COMMUNITY DEVELOPMENT
DISTRICT**

1. The Fiscal Year 2026-2027 annual public meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published in accordance with the requirements of Florida law.

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

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2026.

ATTEST:

**PARKER ROAD COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

EXHIBIT “A”

**BOARD OF SUPERVISORS’ MEETING DATES
PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2026-2027**

Friday, November 20, 2026, 11:30 AM

Friday, February 19, 2027, 11:30 AM

Friday, April 16, 2027, 11:30 AM

Friday, June 1, 2027, 11:30 AM (*PFM closed on June 18*)

Wednesday, July 14, 2026, 5:00 PM

Friday, August 14, 2026, 11:30 AM

Meetings will take place at 11701 SW 30th Ave, Gainesville, FL 32608.



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Resolution 2026-14,
Declaring Vacancy on the Board for Seat 4

RESOLUTION 2026-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEAT 4 OF THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Parker Road Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, on November 3, 2026, two (2) members of the Board of Supervisors (“**Board**”) are to be elected by “**Qualified Electors**,” as that term is defined in Section 190.003, Florida Statutes; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period, no one qualified to run for Seat 4; and

WHEREAS, pursuant to Section 190.006(3)(b), Florida Statutes, the Board shall declare these seats vacant, effective the second Tuesday following the general election; and

WHEREAS, Qualified Electors are to be appointed to the vacant seats within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following seat is hereby declared vacant effective as of November 17, 2026:

Seat #4 (currently held by Kelsy Hill)

SECTION 2. Until such time as the District Board nominates Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of those respective seats shall remain in office.

SECTION 3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 21st day of August 2026.

ATTEST:

**PARKER ROAD COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of
Playground Shade Structure Project



Oakmont Playground Shade Structure Project

Vendor Comparison



Parker Road Community Development District

Prepared for the Parker Road CDD Board of Supervisors

Submitted by Alisa McGowan

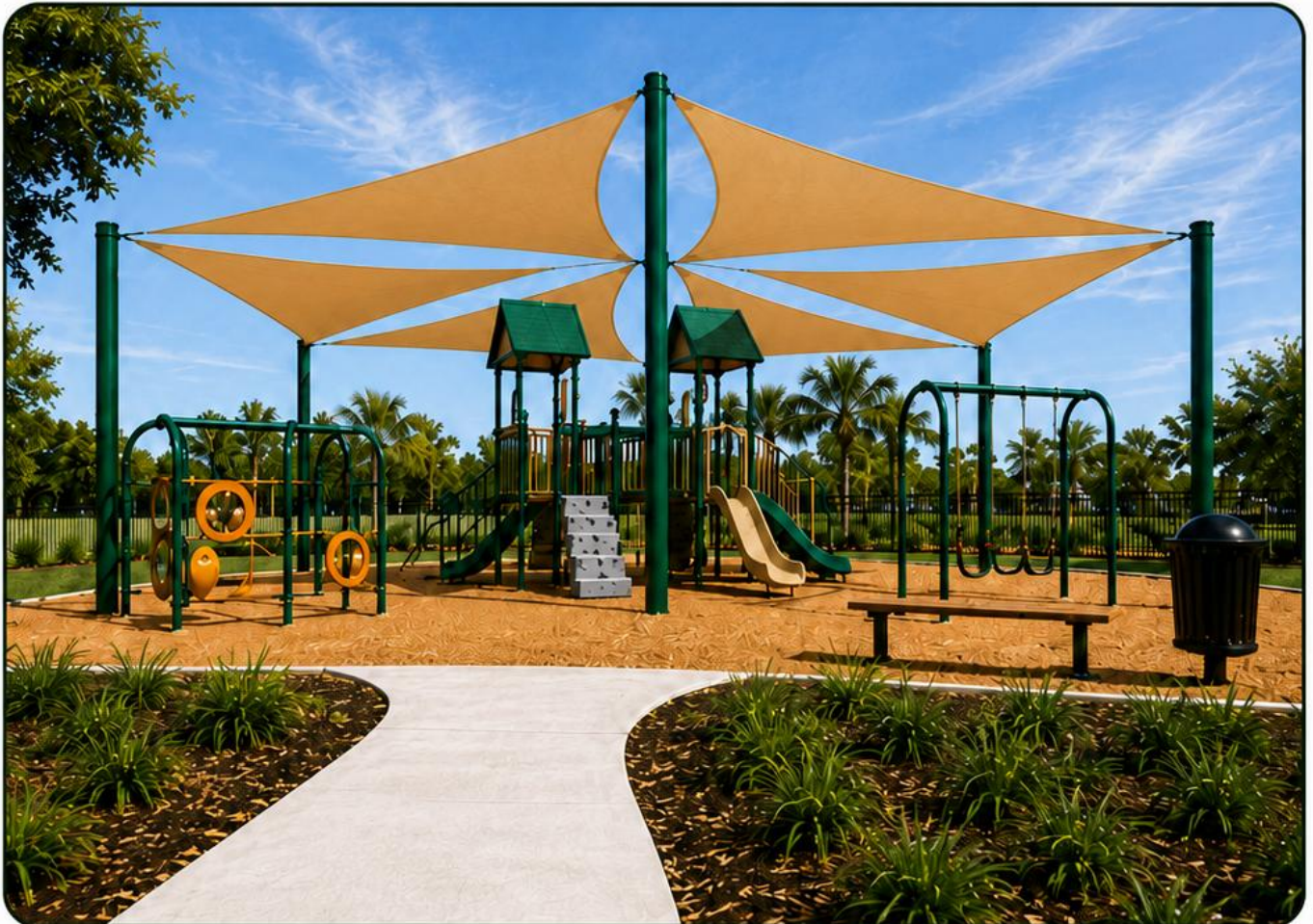


Figure 1. *Concept rendering illustrating the proposed six-sail shade structure with seven (7) support posts at the Oakmont Playground.*

SUMMARY



PROJECT OVERVIEW

The Oakmont Playground Shade Structure Project will provide permanent shade over the existing playground area to enhance comfort, encourage outdoor activity, and protect residents from the sun.

The proposed six-sail shade structure with seven (7) support posts is designed to provide full coverage of the play area while maintaining visibility, accessibility, and an attractive appearance that complements the Oakmont community.



VENDORS EVALUATED

Three (3) qualified playground shade vendors submitted proposals for evaluation:

- **Pro Playgrounds** – Tallahassee, Florida
- **WillyGoat / USA Shade** – Alabama
- **Shade Systems** – Ocala, Florida



FUNDING

If approved, the District's accounting team will create a dedicated budget line for the Oakmont Playground Shade Structure Project. This will ensure all project-related expenditures are tracked separately for accounting and financial reporting purposes.



PROJECT OBJECTIVES

The objectives of this project include:

- Provide extensive shade coverage over the entire playground
- Enhance safety by reducing heat exposure and sun glare
- Improve comfort for children, families, and caregivers
- Utilize durable, high-quality materials built for Florida's climate
- Ensure compliance with all applicable codes and permitting
- Select the proposal that provides the best overall value for the District



Figure 1. Concept rendering illustrating the proposed six-sail shade structure with seven (7) support posts at the Oakmont Playground.

COST COMPARISON

The tables below summarize the total project costs proposed by each vendor for the Oakmont Playground Shade Structure Project.

FULL PLAYGROUND COVERAGE PROPOSALS

The three (3) proposals below are for 6-sail configurations designed to provide full shade coverage of the entire playground.

VENDOR	DESIGN	SUPPORT COLUMNS	COVERAGE	TOTAL PRICE	PERMITTING INCLUDED
WILLYGOAT USA SHADE Alabama	6 Fabric Sails	7	Full Playground Coverage	\$91,921.60	 No (Not Included)
 Pro Playgrounds Tallahassee, Florida	6 Fabric Sails	7	Full Playground Coverage	\$124,999.00	 Yes
SHADE SYSTEMS Ocala, Florida	6 Fabric Sails	7	Full Playground Coverage	\$158,413.00	 Yes

BUDGET-FRIENDLY ALTERNATIVES

The proposals below provide alternate designs with fewer sails that offer partial coverage of the playground at a lower cost.

VENDOR	DESIGN	SUPPORT COLUMNS	COVERAGE	TOTAL PRICE
 Pro Playgrounds Tallahassee, Florida	2 Fabric Sails	4	Partial Playground Coverage	\$62,999.00
SHADE SYSTEMS Ocala, Florida	3 Fabric Sails	4	Approximately Half Playground Coverage	\$117,249.70

COST COMPARISON (COMPARED TO LOWEST FULL-COVERAGE PROPOSAL)

Pro Playgrounds (6-Sail Design)	+\$33,077.40 (36.0% higher)	Shade Systems (6-Sail Design)	+\$66,491.40 (72.4% higher)
---	---------------------------------------	---	---------------------------------------



BOARD NOTES

- The three (3) 6-sail proposals are intended to provide full shade coverage over the Oakmont playground and represent the most comparable design options.
- Pro Playgrounds and Shade Systems also submitted alternate designs with fewer fabric sails as lower-cost options providing partial playground coverage.
- WillyGoat / USA Shade submitted one proposal only for a 6-sail, 7-column full-coverage structure and did not provide an alternate 2- or 3-sail option.
- WillyGoat / USA Shade's proposal does not include permitting.** Parker Road CDD would be responsible for obtaining permits and paying any associated permitting costs.
- Pro Playgrounds and Shade Systems include engineering, permitting, and installation in their proposals.

Below is a side-by-side comparison of the warranty coverage offered by each vendor.
The warranty is for any size shade structure.

WARRANTY COVERAGE	 PRO PLAYGROUNDS Tallahassee, FL	 WILLYGOAT / USA SHADE Alabama	 SHADE SYSTEMS Ocala, FL
Steel Structure (Structural Warranty)	20 Years	10 Years	20 Years
Rust-Through / Corrosion	5 Years	1 Year	20 Years
Cosmetic Paint Finish	5 Years	1 Year	1 Year
Fabric Replacement (Shade Fabric)	100% Covered (10 Years)	Pro-rated (After Year 6)	100% Covered (10 Years)
Bright Fabric Colors	10 Years	5 Years (Pro-rated)	10 Years
Warranty Is Backed By	Manufacturers' Warranties	Manufacturers' Warranties	Manufacturers' Warranties
Labor Warranty (Installation Workmanship)	1 Year	1 Year	1 Year
Exclusions (Common to All)	Damage due to acts of nature (e.g., hurricanes, tornadoes, hail), vandalism, misuse, improper maintenance, unauthorized modifications, and normal wear and tear.		



WARRANTY TAKEAWAY

- ✓ Shade Systems offers the strongest overall warranty protection, including 20-year structural and rust-through coverage.
- ✓ Pro Playgrounds also provides excellent coverage, with 20-year structural warranty and 100% fabric coverage for 10 years.
- ✓ WillyGoat / USA Shade has shorter coverage terms on structural and corrosion warranties, and its fabric warranty becomes pro-rated after 6 years.



CLIMATE FACTORS FOR GAINESVILLE

- **No Salt Air:** Gainesville sits roughly 50 miles from the Gulf of Mexico and 65 miles from the Atlantic Ocean. Salt-spray corrosion naturally drops off drastically just 1 to 3 miles inland.
- **High Humidity & Rain:** Gainesville averages an annual humidity level of 74.4% and about 49 inches of rainfall. While this regular moisture does promote standard oxidation (surface rust), it acts slowly on heavy commercial steel. It takes decades for moisture alone to rust completely through a structural post.



NOTE: Warranty terms are based on the information provided by each vendor in their proposal documentation. Final warranty details are subject to the specific product selections and manufacturer warranties included with your project.

KEY DIFFERENCES AT A GLANCE

Feature	Shade Systems (Ocala)	Pro Playgrounds / Superior Recreational Products	WillyGoat / USA Shade
Shade Sails	6 (Custom)	6 (Custom)	6 (Standard)
Support Posts	7	7	7
Total Coverage Area	Not Specified (on diagram)	Not Specified (on drawing)	~1,569.9 sq. ft.
Layout Type	Custom 6-Sail Design	Custom 6-Sail Design	Standard 6-Sail Design
Installation	Turnkey	Turnkey	Standard Product (installation available)
Engineering	Site-Specific	Site-Specific	Standard Engineering
Engineered Drawings	Included	Included	Not Included
Permit Included	Yes	Yes	No
Location Shown	Gainesville, FL	Gainesville, FL	Gainesville, FL
Quote / Drawing #	Q-13770	Estimate #63750 / Quote QU00330453	FL0426JG28461
Date	12-16-2024	7/1/2026 (Drawing 6/30/2026)	4/28/2026
Notations	Drawing not for construction. Subject to change by MFR.	Not to Scale. For reference only.	For reference only. Final engineering required.

SUGGESTED EVALUATION CRITERIA

Items to Consider When Choosing the Playground Sunshade Company

1

Design & Coverage

- Optimal shade coverage for playground and surrounding area
- Aesthetic appeal and compatibility with Oakmont amenities
- Custom vs. standard design flexibility

2

Quality of Materials

- Fabric type and UV protection (e.g., HDPE, ALNET)
- Structural steel quality, coatings, and corrosion resistance
- Manufacturer reputation and product warranties

3

Engineering & Permitting

- Site-specific vs. standard engineering
- Engineered drawings included
- Permit acquisition included

4

Installation Approach

- Turnkey installation vs. product-only
- Installer experience with similar projects
- Project timeline and scheduling

5

Safety & Code Compliance

- Designed for wind and live load requirements
- Compliance with Florida building codes
- Proper footing design and structural integrity

6

Maintenance & Durability

- Fabric warranty and expected lifespan
- Steel finish and resistance to rust/corrosion
- Ease of cleaning and long-term maintenance needs

7

Project Cost & Value

- Total project cost (materials, installation, engineering, permits)
- Price vs. features, quality, and warranty
- Life-cycle value and anticipated replacement costs

8

Vendor Experience & References

- Experience with similar community and playground projects
- References and past performance
- Local presence and responsiveness

9

Timeline & Availability

- Estimated lead time for fabrication and installation
- Ability to meet desired project schedule
- Availability of materials and crew

10

Customer Support

- Responsiveness during design and permitting process
- Communication and project management
- Post-installation support and service



Note: All three vendors propose a six-sail, seven-post shade structure with similar design intent. Final selection should be based on the best overall value, considering design, quality, engineering, installation, permitting, warranty, and long-term durability.



Vendors were asked the same set of questions to ensure a fair and consistent comparison.

#	QUESTION	 PRO PLAYGROUNDS Tallahassee, FL	 WILLYGOAT / USA SHADE Alabama	 SHADE SYSTEMS Ocala, FL	
 ENGINEERING & WIND LOAD COMPLIANCE (FBC Chapter 16)	1	Is the steel framework engineered and sealed by a Florida P.E. to withstand an ultimate wind speed of 130-140 mph per ASCE 7-22?	Yes, the project includes sealed engineered drawings and permitting that will be specific to the wind load requirements for your location, including ASCE 7-22.	Yes. Our structural steel framework is engineered specifically for each project and is designed in accordance with the current FBC and ASCE 7-22 wind loading requirements. Design wind speed is determined by location and site conditions, including ultimate wind speeds of 130-140 mph where required.	Yes, completed as you need it for the location in the county. We can meet these speeds as requested.
	2	What is the wind rating of the fabric canopy, and does it feature a quick-release mechanism for storm preparation?	The shade unit with and without the fabric attached has wind ratings starting at 76 MPH (Category 1 Hurricane). The specific wind rating information is located on pages 6-7 of the Shade Specification Package.	The fabric canopy is engineered as part of the complete structural system and is designed to meet the project-specific wind load criteria established by ASCE 7-22. Where required by engineering or owner preference, our systems use turnbuckles/delta link which provide easy fabric install and removal.	Yes, quick release is included at no additional costs.
	3	Will you provide site-specific, sealed engineering plans for the concrete footings?	Yes, the engineered sealed drawings are created specifically for this unit, including footings.	Yes. We provide site-specific foundation engineering that includes signed and sealed drawings, footing schedules, anchor details, and structural calculations prepared by a licensed Florida Professional Engineer.	Yes, correct.
 MATERIAL SAFETY & APPROVALS (FBC Chapter 15 & ASTM)	4	What is the active Florida Product Approval number for your shade system?	This product does not have a statewide Florida Product Approval (FL#). Approval is by site-specific engineered drawings and calculations sealed by a Florida-licensed Professional Engineer, subject to the local building official's approval.	Our shade structures utilize Florida-approved structural components where applicable. The specific Florida Product Approval number provided will correspond to the exact shade system, fabric, and structural configuration proposed for your project. Current approval documentation will be included in the permit submittal package.	We do not have Florida Product Approval for this product.
	5	Does the fabric meet NFPA 701 and carry a Class A flame-spread rating under ASTM E84?	Yes, Fabric data testing can be found starting on page 1 of the Shade Specification Package.	Yes. Our commercial-grade shade fabrics meet NFPA 701 flame resistance requirements and are manufactured to achieve a Class A flame-spread rating when tested in accordance with ASTM E84, where applicable. Testing certifications are available upon request.	Yes, we meet this criteria for flame-spread and fire.
	6	What is the UV block percentage and the commercial warranty on the fabric?	UV blockage is dependent on the fabric color chosen. This information can be found on page 2 of the Shade Specification Package with the warranty located on page 6.	Our commercial shade fabrics typically block up to 98% of harmful UV radiation while maintaining airflow and occupant comfort. Fabric warranties are good for 10 years, depending on the selected fabric manufacturer and product line.	10 year warranty on the fabric. On average, the UV Blockage is 94% block.
 PLAYGROUND INTEGRATION & PERMITTING (ASTM F1487 & F1292)	7	How will the support columns be positioned to ensure they do not encroach on the mandatory 6-foot playground fall/use zones?	All shades are designed with the post locations outside of the play equipment's safety use zone. A layout drawing will be completed by our engineer's and CAD team and included in the project contract.	Prior to final design, we coordinate with the owner's playground layout to ensure all support columns are located outside the required ASTM F1487 use and fall zones. Column locations are verified during engineering and shop drawing process to avoid conflicts with equipment and safety clearances.	The fabric sails are made custom to the playground site. We can keep all columns minimum of six feet from fall/use zones.
	8	Do any brackets or hardware create bounded openings between 3.5 and 9 inches (head entrapment hazards)?	N/A - All brackets and hardware are required to be inaccessible by persons after installation.	No. Our playground shade systems are designed to avoid creating prohibited bounded openings that could present head entrapment hazards under ASTM F1487.	No, this would not be grade level play equipment. Anything of hazard would be minimum of 12' high. Columns are not hazard and would not have such openings for entrapment.
	9	Will you act as the contractor of record to pull the commercial building permit through Alachua County Growth Management?	Yes, Pro Playgrounds will manage and pull the required permit for the project, including inspection scheduling.	No.	Yes, permitting can be completed.
 LIFESPAN & DISTRICT MAINTENANCE	10	Is there required ongoing maintenance or scheduled inspections to keep the structure compliant and covered under warranty?	Care and Maintenance can be found starting on page 7 of the Shade Specification Package.	Yes. We recommend periodic inspections to verify proper fabric tension, inspect hardware and connections, and confirm structural components remain free from damage or corrosion. Following these maintenance guidelines help preserve warranty coverage and long-term performance.	No ongoing maintenance or inspections needed.
	11	What is the approximate lifespan of both the structural steel frame and the fabric canopy under Florida weather conditions?	With proper care and fabric removal during known inclement weather, the frame has a 20 year warranty and the fabric has a 10 year warranty.	The galvanized and powder-coated structural steel frame is designed for a service life exceeding 30 years with routine maintenance. The fabric canopy typically has an expected service life of approx. 10-15 years under Florida weather conditions.	20 year Rust-through corrosion warranty on the columns, and 10 year on fabric.

LEGEND:  = Yes / Included  = No / Not Included  = Not Specified

The following material specifications are provided by Shade Systems (Ocala) for the proposed playground shade structure. All materials are commercial grade and designed for long-term outdoor performance.



A. SHADE FABRIC

- Commercial-grade High Density Polyethylene (HDPE) knitted shade fabric
- Provides approximately 95% UV protection
- Allows heat to escape while maintaining airflow
- Mold, mildew, and rot resistant
- Designed for continuous outdoor exposure
- Available in a wide selection of standard colors

FABRIC PERFORMANCE

PROPERTY	SPECIFICATION
Fabric Type	HDPE Knitted Shade Fabric
UV Protection	Approximately 95%
Mold & Mildew Resistance	Yes
Airflow	High Airflow / Heat Dissipation
Tensile Strength	High Strength
Warranty	10 Year Limited Fabric Warranty
Expected Life	10+ Years
Standard Colors	Multiple Color Options



B. STRUCTURAL STEEL FRAME

- Heavy-duty structural steel support posts
- Engineered for permanent commercial installations
- Designed in accordance with ASCE 7-22 wind loads and Florida Building Code requirements
- Steel members are welded and fabricated for maximum strength and stability
- Hot-dip galvanized steel available where required for corrosion protection



C. POWDER COAT FINISH

- Premium architectural-grade powder coating
- Excellent resistance to corrosion, UV degradation, chipping, fading, and weather exposure
- Electrostatically applied and oven cured for maximum durability
- Available in a wide range of standard and custom colors

POWDER COAT PERFORMANCE

PROPERTY	SPECIFICATION
Coating Type	Architectural Powder Coat
Corrosion Resistance	Excellent
UV Resistance	Excellent
Adhesion	Excellent
Impact Resistance	High
Warranty	5 Year Limited Warranty



D. STRUCTURAL HARDWARE

- Heavy-duty galvanized and stainless-steel hardware
- Tamper-resistant fasteners where applicable
- Corrosion-resistant cable attachment system
- High-strength tensioning components maintain proper fabric tension



E. ENGINEERING & FOUNDATIONS

- Site-specific engineering calculations prepared by a licensed Professional Engineer
- Engineered concrete footings designed based on:
 - Soil conditions
 - Wind loads (per ASCE 7-22)
 - Structural loading requirements
- Foundation design and installation in accordance with Florida Building Code

ENGINEERING DESIGN CRITERIA

CRITERIA	SPECIFICATION
Design Standard	ASCE 7-22
Wind Speed (Ultimate)	130–140 mph (Ultimate)
Risk Category	II
Exposure Category	C
Design Basis	Site-Specific Engineering
Building Code	Florida Building Code (FBC)



F. SAFETY & CODE COMPLIANCE

- Designed to meet current Florida Building Code (FBC) requirements
- Engineered in accordance with ASCE 7-22 wind load standards
- Intended for permanent commercial playground applications
- All components are professionally engineered and manufactured for public-use facilities



G. MAINTENANCE

- Low-maintenance design requiring only periodic inspection and cleaning
- Powder-coated steel minimizes long-term maintenance
- Replaceable shade fabric panels simplify future maintenance if needed

MAINTENANCE RECOMMENDATIONS

RECOMMENDATION	FREQUENCY
Inspect Hardware & Connections	Annually
Inspect Fabric Condition	Annually
Clean Fabric	As Needed
Check Cable Tension	Annually
Lubricate Moving Components	As Needed



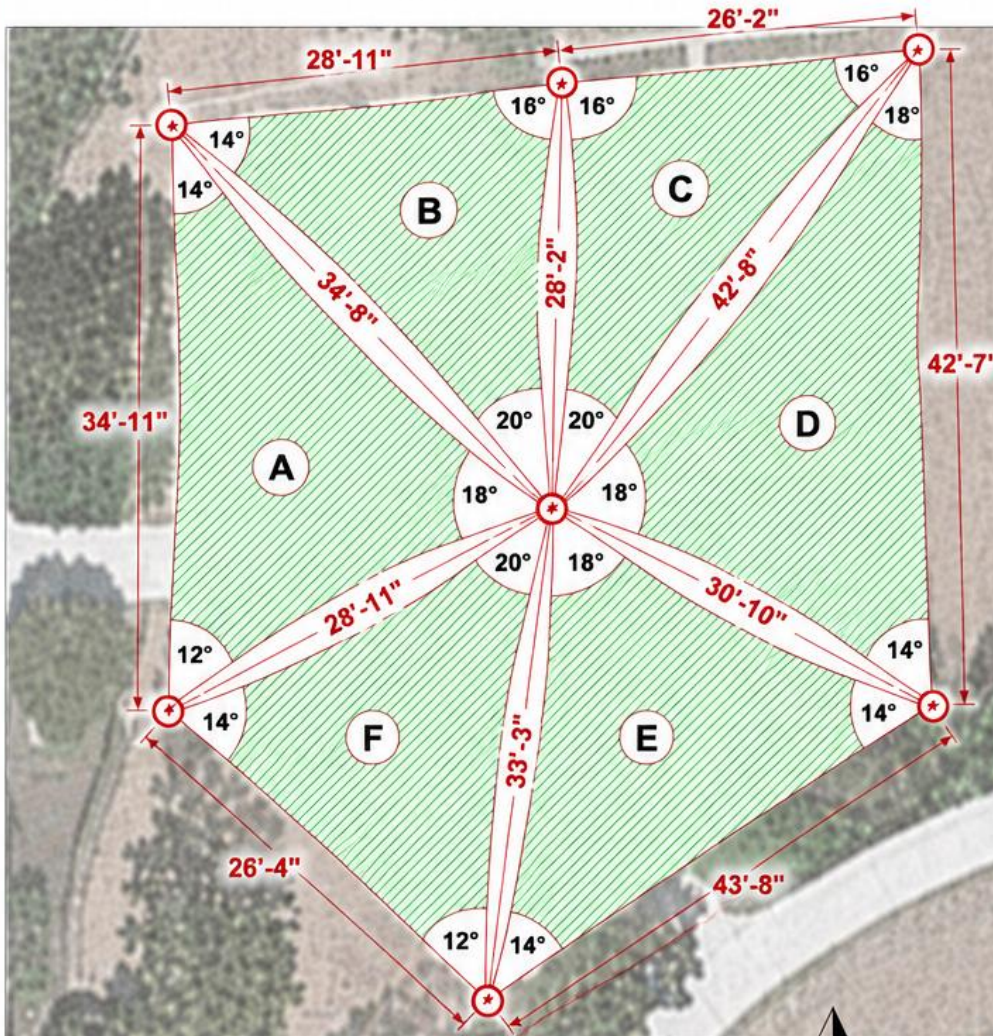
NOTE: Material specifications are based on Shade Systems (Ocala) product literature and standard practices. Final engineering, materials, and colors will be confirmed with shop drawings and project documentation.



SHADE SYSTEMS
OCALA, FLORIDA

VENDOR: SHADE SYSTEMS (OCALA)

Proposed six (6)-sail shade structure with seven (7) support posts.
All dimensions, attachment heights, and post locations are as shown on vendor layout.



PLAN VIEW
Not to Scale

DIAGRAM SUMMARY

Shade Sails:	6
Support Posts:	7
Layout Type:	Custom 6-Sail
Installation:	Turnkey
Engineering:	Site-Specific
Permit Included:	Yes
Location:	Gainesville, FL
Quote #:	Q-13770
Date:	12-16-2024

Drawing not for construction. All information shown is subject to change by MFR prior to delivery. Use only drawings and instructions provided with your order for construction.

LEGEND

	Support Post (7 Total)
	Shade Sail (6 Total)
	Fabric Tension Direction
XX°	Approx. Attachment Angle (High Point)

PERSPECTIVE VIEW (CONCEPTUAL)



Not to Scale

ELEVATION VIEW (CONCEPTUAL)



- Varied attachment heights for optimal shade and drainage
- Post heights vary from approximately 12'-0" to 20'-0"
- Actual heights will be determined during final engineering



NOTE: This diagram is provided by Shade Systems (Ocala) and is for conceptual purposes only. Final dimensions, post locations, footing sizes, attachment heights, and engineering details will be determined during the final design and permitting process.



The following material specifications are based on the Pro Playgrounds Shade Specification Package provided by Superior Recreational Products. All materials are commercial grade and engineered for durability, safety, and long-term performance in Florida's climate.



A. SHADE FABRIC

- UV stabilized cloth manufactured by ALNET or approved equal
- High density polyethylene (HDPE) material
- Monofilament knit with tape filler
- Weight: 9.38 to 10.32 oz. sq. yd.
- Burst strength: 828 lbf (ASTM 3786)
- Meets fire resistance tests:
 - Alnet Extra Block: California State Fire Marshall Reg. #F-93501
 - Others: NFPA 701-99 (Test Method 2) and ASTM E-84

FABRIC PROPERTIES (STENTORED)

PROPERTY	VALUE
Tear Tests (lbs/ft)	WARP 44.8 / WEFT 44
Burst Tests (lbs ft)	828
Fabric Weight (oz/sq ft)	avg 1.02 to 1.07
Fabric Width	9'-10"
Roll Length	150'
Roll Size	63" x 16.5"
Weight	120 lbs.
Life Expectancy	10 years
Fading	Minimum fading after 6 years, 3 years for red and yellow
Temperature Range	-77°F to +167°F



B. UV PROTECTION PERFORMANCE

Shade protection and UV screen protection factors are as follows:

COLOR	SHADE COVER	UVR BLOCK OUT
True Blue	93%	89%
Beige	97%	87%
Forest Green	96%	94%
Sun Blaze	94%	91%
Silver	95%	93%
Black	95%	97%
River Gum Green	95%	92%
Sky Blue	95%	94%
Navy Blue	96%	95%
Turquoise	94%	94%
Yellow	76%	94%
Cream	74%	92%



C. WELDING

- All shop welds per AWS D1.1 Structural Welding Code – Steel
- Certified welders; continuous welds unless noted
- E70xx.035 wire
- Welded connections unless noted; field welds as shown
- Minimum 1/4" fillet weld unless otherwise noted
- Steel welded shut at terminations to prevent leakage



D. THREAD

- 100% expanded PTFE fiber with 10-year warranty
- High strength, low shrinkage
- Wide temperature and humidity range
- Abrasion resistant and UV radiation immunity
- Unaffected by non-hydrocarbon based cleaning agents, acid rain, mildew, chlorine, saltwater, and pollution
- Lockstitch thread – 1200 Denier or equal
- Chain stitch thread – 2400 Denier or equal



E. STEEL TUBING

- All fabricated steel per approved shop drawings and calculations
- Steel is cleaned, degreased or etched for proper adhesion of coating
- New structural steel, up to 5"-7" gauge shall be galvanized per ASTM A123 (Schedule 40 black pipe sand-blasted and primed as described)
- Hollow structural steel shapes: ASTM A-53 Grade C (unless otherwise noted)
- Plate products: ASTM A-36
- Non-hollow structural steel shapes: ASTM A-36 (unless otherwise noted)



F. SUPERDURABLE POWDER COATING & PRIMING

- Steel is sand-blasted and primed before powder coating using GL50 & GL80 steel grit
- Non-galvanized steel is coated with rust-inhibiting primer (Marine Grade Cardinal Industrial Finishes Corp. E396-GR1372 epoxy, semi-gloss smooth, zinc rich)
- Welds are primed with rust-inhibiting primer prior to powder coat
- All steel parts coated with minimum 3.5 mil thick UV-inhibited weather resistant Superdurable powder coat

COATING CHARACTERISTICS

PROPERTY	VALUE
Specific Gravity	1.68 +/- 0.05
Theoretical Coverage	114 +/- 4 ft ² / 1 lb / mil
Mass Loss During Cure	<1%
Maximum Storage Temperature	75°F

COATING TESTS

TEST	RESULT	TEST	RESULT
Gloss at 60°	85-95	Adhesion, Cross Hatch	5B Pass
PCI Powder Smoothness	7	Flexibility (Mandrel)	1/4" dia. No fracture
Over-Bake Resistance Time	200%	Salt Spray (ASTM B117)	1,000 hours
Pencil Hardness	H-2H	Organic Coating Steel Enclosures (UL D10V2)	Recognized
Direct / Reverse Impact (Gardner)	140/140 in/lbs		

APPLICATION CRITERIA

ITEM	VALUE
Electrostatic Spray	Cold
Cure Schedule	10 minutes at 400°F
Pretreatment	Bonderite 1000
Film Thickness	3.5 mils



NOTE: Full Care & Maintenance procedures and Warranty Policy are provided on Pages 7-9 of the Shade Specification Package.



Refer to the Shade Specification Package for complete manufacturer details and additional information.

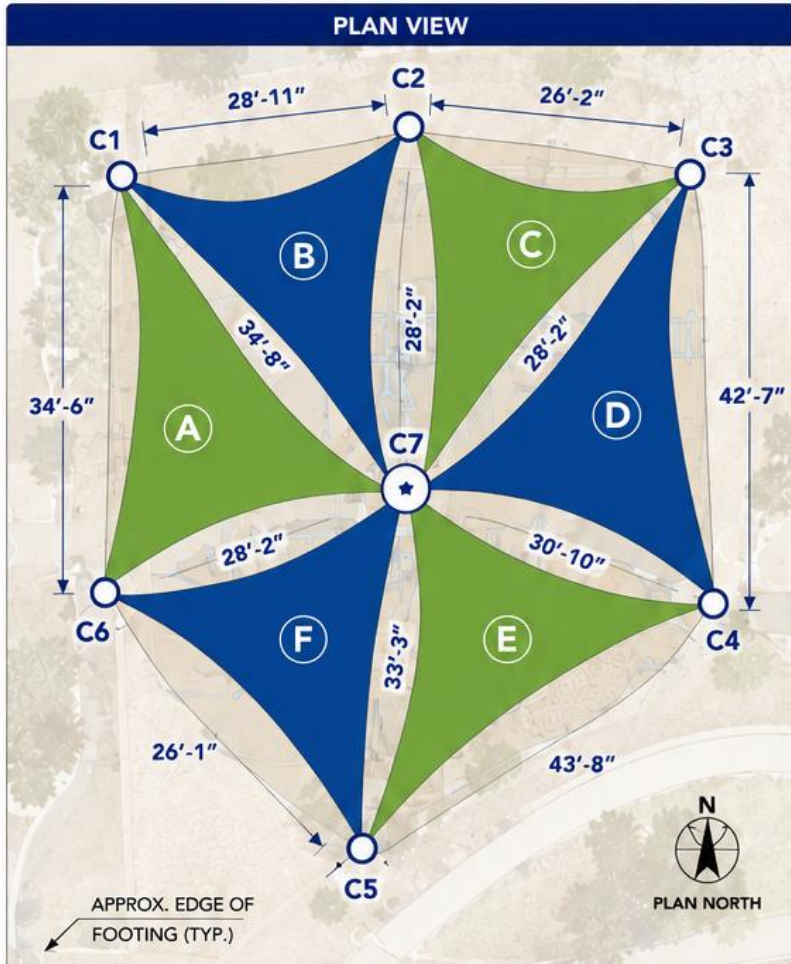


10. PRO PLAYGROUNDS / SUPERIOR RECREATIONAL PRODUCTS DESIGN DIAGRAM

VENDOR: PRO PLAYGROUNDS / SUPERIOR RECREATIONAL PRODUCTS

Proposed six (6) custom sail shade structure with seven (7) steel support columns.
All dimensions, attachment heights, and column heights are per vendor layout.

PROJECT SUMMARY	
Shade Sails:	6 Custom Sails
Support Columns:	7 Steel Columns
Layout Type:	Custom 6-Sail Design
Installation:	Turnkey
Engineering:	Site-Specific
Engineered Drawings:	Included
Permit Included:	Yes



ISOMETRIC VIEW (CONCEPTUAL)



COLUMN SCHEDULE

Column	Size (Sch. 40)	Height
C1	8"	12'-0"
C2	10"	14'-0"
C3	8"	16'-0"
C4	12"	18'-0"
C5	10"	16'-0"
C6	10"	14'-0"
C7 (Center)	8"	20'-0"

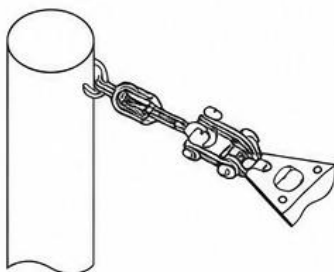
Column heights vary from approximately 12'-0" to 20'-0" to create a dynamic shade design and promote water runoff.

PROJECT HIGHLIGHTS

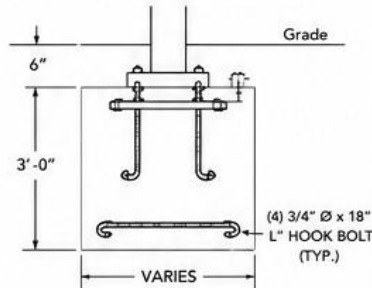
- ✓ Six (6) custom shade sails for maximum coverage
- ✓ Seven (7) steel support columns with varied heights
- ✓ Engineered drawings for permitting included
- ✓ Permit fees included in proposal
- ✓ Turnkey installation by Pro Playgrounds
- ✓ Designed for commercial playground use

DETAILS

FABRIC CONNECTION



FOOTER DETAIL



FOUNDATION NOTE: ALL FOUNDATION SIZES ARE ESTIMATIONS ONLY. ACTUAL SIZING SHOULD BE DETERMINED BY A LOCALLY QUALIFIED STRUCTURAL ENGINEER PRIOR TO INSTALLATION.



NOTE: This diagram is provided by Pro Playgrounds / Superior Recreational Products and is for conceptual purposes only. Final dimensions, post locations, footing sizes, attachment heights, and engineering details will be determined during final design and permitting.



The following material specifications are based on the USA Shade Product Specifications provided by WillyGoat (USA Shade). All materials are commercial grade and engineered for durability, safety, and long-term performance in Florida's climate.



A. SHADE FABRIC

- UV-stabilized cloth manufactured by ALNET or approved equal
- High density polyethylene (HDPE) material
- Monofilament knit with tape yarn filler (195g per square meter)
- Rachel-knitted to prevent unraveling if cut
- Meets fire resistance tests:
 - Alnet Extra Block: California State Fire Marshall Reg. #F-93501
 - NFPA 701-99 (Test Method 2) and ASTM E-84

FABRIC PROPERTIES

PROPERTY	VALUE
Tear Tests (lbs/ft)	Warp 44.8 / Weft 44
Burst Tests (lbs ft)	828
Fabric Weight (oz/sq ft)	avg 1.02 to 1.07
Fabric Width	9'-10"
Roll Length	150'
Roll Size	63" x 16.5"
Weight	120 lbs.
Life Expectancy	10 years
Fading	Minimum fading after 6 years, 3 years for red and yellow
Temperature Range	-77°F to +167°F



B. UV PROTECTION PERFORMANCE

Shade protection and UV screen protection factors are as follows:

COLOR	SHADE COVER	UVR BLOCK OUT
True Blue	93%	89%
Beige	97%	87%
Forest Green	94%	94%
Sun Blaze	94%	91%
Silver	95%	93%
Black	98%	97%
River Gum Green	95%	92%
Sky Blue	95%	94%
Navy Blue	96%	95%
Turquoise	94%	94%
Yellow	76%	94%
Cream	74%	92%

*UV blockage is dependent on the fabric color chosen.



NOTE: Full Care & Maintenance procedures and Warranty Policy are provided on the Shade Specification Package.



C. WELDING

- All shop welds per AWS D1.1 Structural Welding Code – Steel
- Certified welders; continuous welds unless noted
- E70xx.035 wire
- Welded connections unless noted; field welds as shown
- Minimum 1/4" fillet weld unless otherwise noted
- Steel welded shut at terminations to prevent leakage



D. THREAD

- 100% expanded PTFE fiber with 10-year warranty
- High strength, low shrinkage
- Wide temperature and humidity range
- Abrasion resistant and UV radiation immunity
- Unaffected by non-hydrocarbon based cleaning agents, acid rain, mildew, chlorine, saltwater, and pollution
- Lockstitch thread – 1200 Denier or equal
- Chain stitch thread – 2400 Denier or equal



E. STEEL TUBING

- All fabricated steel per approved shop drawings and calculations
- Steel is cleaned, degreased or etched for proper adhesion of coating
- New structural steel, up to 5"-7" gauge, galvanized per ASTM A123 (Schedule 40) and primed as described
- Hollow structural steel shapes: ASTM A-53 Grade C (unless otherwise noted)
- Plate products: ASTM A-36
- Non-hollow structural steel shapes: ASTM A-36 (unless otherwise noted)



F. SUPERDURABLE POWDER COATING & PRIMING

- Steel is sand-blasted and primed using GL50 & GL80 steel grit
- Non-galvanized steel coated with rust-inhibiting primer (Marine Grade Cardinal Industrial Finishes Corp. E396-GR1372 epoxy)
- Welds primed with rust-inhibiting primer prior to powder coat
- All steel parts coated with minimum 3.5 mil thick UV-inhibited weather resistant Superdurable powder coat

COATING CHARACTERISTICS

PROPERTY	VALUE
Specific Gravity	1.68 +/- 0.05
Theoretical Coverage	114 +/- 4 ft² / 1 lb / mil
Mass Loss During Cure	<1%
Maximum Storage Temperature	75°F



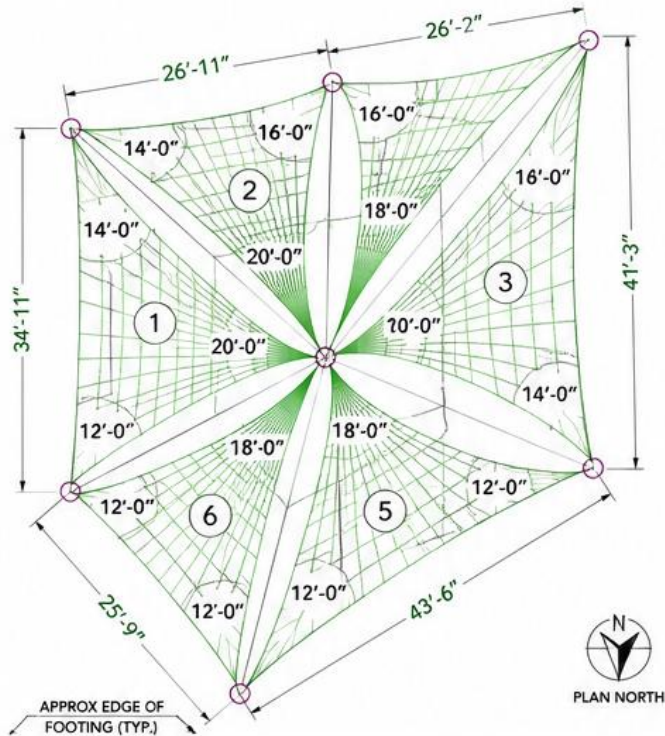
Refer to the Shade Specification Package for complete manufacturer details and additional information.



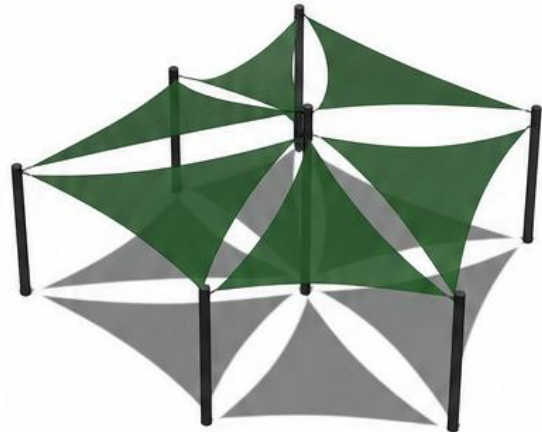
VENDOR: WILLYGOAT, INC. / USA SHADE

Proposed six (6) sail shade structure with seven (7) support posts.
All dimensions, attachment heights, and coverage areas are per vendor layout.

PLAN VIEW



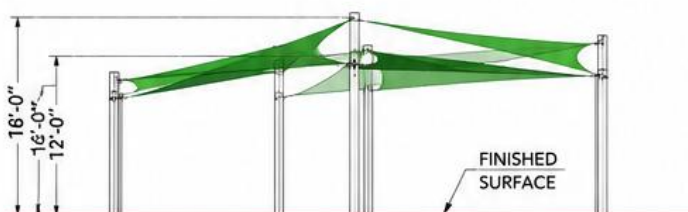
PERSPECTIVE VIEW (CONCEPTUAL)



COVERAGE AREA

PANEL	COVERAGE AREA
PANEL 1	307.1
PANEL 2	210.8
PANEL 3	191.6
PANEL 4	312.1
PANEL 5	366.5
PANEL 6	272.3
TOTAL	1,569.9 sq. ft.

SOUTH ELEVATION (CONCEPTUAL)

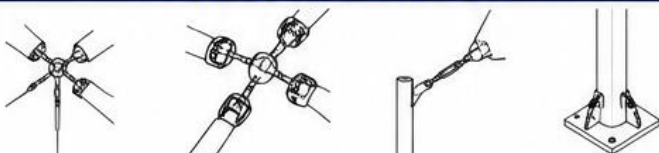


WEST ELEVATION (CONCEPTUAL)



NOTE: Attachment heights shown are approximate.
Final heights will be determined during engineering.

CONNECTION DETAILS (TYPICAL)



DESIGN SUMMARY

Shade Sails:	6
Support Posts:	7
Total Coverage Area:	~1,569.9 sq. ft.
Layout Type:	Standard 6-Sail Design
Installation:	Standard Product
Engineering:	Standard Engineering
Permit Included:	No

NOTES

- All structural steel tubing and connections per USA Shade specifications.
- Fabric: UV-stabilized HDPE mesh (ALNET)
- Fabric panels sized and tensioned per layout
- Engineered for wind and live loads in accordance with applicable building codes
- Footing sizes and depths to be determined during final engineering and permitting



NOTE: This diagram is provided by WillyGoat, Inc. (USA Shade) and is for conceptual purposes only. Final dimensions, post locations, footing sizes, attachment heights, and engineering details will be determined during final design and permitting.



After a comprehensive review of the proposals, materials, engineering, and overall value, the recommended option for the Oakmont Playground Shade Structure Project is the custom shade system proposed by **Pro Playgrounds / Superior Recreational Products**.

1. PROJECT OPTIONS & COST COMPARISON

OPTION 1: COST-EFFECTIVE (2-SAIL COVERAGE)

2-Sail Shade Structure

- Multi-Triangle Sail Shade
- 4-post design
- Provides partial shade coverage



TOTAL PROJECT COST (2-SAIL):
\$62,999

OPTION 2: FULL COVERAGE (6-SAIL DESIGN)

6-Sail Shade Structure (Recommended)

- Custom Sail Shade
- 7-post design
- Provides maximum shade coverage across the playground



TOTAL PROJECT COST (6-SAIL):
\$124,999



COST DIFFERENCE (for Full Coverage):

\$62,000

(Additional investment for complete coverage and maximum shade protection)

2. WHY FULL COVERAGE (6-SAIL DESIGN) IS THE BEST VALUE



MAXIMUM SHADE COVERAGE

Provides the largest possible shaded area, protecting more children and families from the sun throughout the day.



ENHANCED SAFETY & COMFORT

Greater shade reduces surface temperatures and creates a more comfortable and safer play environment.



BETTER COMMUNITY EXPERIENCE

Accommodates more visitors at one time and supports community events and gatherings.



LONG-TERM INVESTMENT

Built with high-quality materials and a 10-year PTFE fabric warranty for lasting durability.



BEST OVERALL VALUE

Pro Playgrounds offers the best combination of quality, engineering, warranty, and total shade coverage.

Removal of Court Screens & Canopy Services

CLIENT	PFM
PROJECT	Removal of Court Screens and Canopy Services

Project Scope

Scope of Work - Shade Structure & Windscreen Removal

1. Playground Shade Structure Removal

Provide labor and equipment necessary to remove six (6) existing playground shade structures.

- Removal of six (6) playground shade structures
- Minimum crew of three (3) technicians
- Approximately two (2) hours of on-site labor
- Approximately 1.5 hours of travel time
- Removal and securing of shade structures as directed by the customer

2. Tennis Court Windscreen Removal

Provide labor to remove four (4) tennis court windscreens:

- Two (2) windscreens at approximately 39 ft.
- Two (2) windscreens at approximately 37 ft.

3. Pickleball Court Windscreen Removal

Provide labor to remove four (4) pickleball court windscreens:

- Four (4) windscreens at approximately 30 ft.

The tennis and pickleball windscreen removal is estimated to require a crew of 2-4 technicians and approximately two (2) hours to complete.

Pricing & Terms

SERVICE	PRICE
Canopy Removal	\$1,450.00
Windscreen Removal and Installation	\$1,700.00
Installation	\$1,450.00
Total Project Cost	\$4,600.00

Pricing is based on work performed during normal business hours. Overnight or holiday work may incur additional charges.

Project Terms & Company Overview

Additional Notes

Please contact our office upon receipt and approval of this proposal with any questions. If the terms are acceptable, please sign and return the proposal. Services can then be scheduled. This proposal becomes binding once executed by both parties.

Thank You

We appreciate your business and look forward to our continued partnership. Please do not hesitate to reach out with any questions.

Approvals

PFM

By:

Berman

By:

About Berman

Berman is a national full-service property management, security and facility services company based in Lake Nona, Florida. Our team provides dependable, professional and cost-effective solutions across facility, janitorial, on-demand repairs, maintenance staffing, security and ancillary facility services.

We pride ourselves on being a single point for facility and property needs. Quality and integrity are at the heart of what we do.

We are a tech-forward team focused on swift, diligent service and customized solutions for each client's needs.

Our Services

- ✓ Property & Facility Management
- ✓ Property Maintenance
- ✓ 24/7 Emergency Repairs
- ✓ General Construction
- ✓ Janitorial Services
- ✓ Security
- ✓ Pressure Washing
- ✓ Landscaping
- ✓ Disaster Response

Referenced Image

Playground shade structure shown for reference.





PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of
Extending Security Guard Engagement

FIRST ADDENDUM

TO AGREEMENT FOR SECURITY OFFICER SERVICES

This First Addendum (the "Addendum") is made effective as of August 10, 2026, by and between PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes (the "District"), and FORTITUDE SECURITY INC, a Florida corporation (the "Contractor"). The District and Contractor are referred to collectively as the "Parties."

WHEREAS, the Parties entered into an Agreement for the Provision of Security Services (the "Agreement"), under which the Contractor provides security services at the District's facilities;

WHEREAS, Section 3.A of the Agreement provides for a term ending August 9, 2026, and Section 10 permits amendments by a written instrument executed by both Parties; and

WHEREAS, the Parties desire to continue the Services through September 30, 2026, expand the service schedule to seven days per week, and retain the same rates.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. Extension of Term. The term of the Agreement is extended for the period beginning August 10, 2026, through and including September 30, 2026, unless terminated earlier in accordance with the Agreement.
2. Extended Schedule. During the extension period, the service schedule is extended to seven (7) days per week. The Contractor shall provide the Services Monday through Friday from 2:00 p.m. to 8:00 p.m., and Saturday and Sunday from 1:00 p.m. to 9:00 p.m., unless adjusted by a post order executed in accordance with Section 3.A of the Agreement.
3. Compensation. Compensation remains unchanged: Twenty-Two Dollars (\$22.00) per hour at the standard rate and Thirty-Three Dollars (\$33.00) per hour at the holiday rate.
4. Ratification; Conflict. Except as expressly modified by this Addendum, the Agreement remains unchanged, is ratified and confirmed, and continues in full force and effect. If this Addendum conflicts with the Agreement, this Addendum controls solely as to the subject matter of the conflict.
5. Counterparts; Electronic Signatures. This Addendum may be executed in counterparts, each of which is deemed an original and all of which together constitute one instrument. Electronic and scanned signatures shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the Parties have executed this Addendum as of the dates written below.

PARKER ROAD COMMUNITY
DEVELOPMENT DISTRICT

FORTITUDE SECURITY INC,
a Florida corporation

By: _____
Title: Chairperson, Board of Supervisors
Date: _____

By: _____
Title: _____
Date: _____



SECURITY SERVICES PROPOSAL

FORTITUDE SECURITY

Prepared For: Oakmont Community Center

Service Address:

11701 SW 30th Avenue
Gainesville, FL 32608

Executive Summary

Fortitude Security is pleased to submit this proposal to provide professional **unarmed security services** for the Oakmont Community Center. Our mission is to deliver a safe, secure, and welcoming environment through exceptional customer service, proactive patrols, superior access control, and active management oversight.

Unlike many security providers that simply assign officers to a site, Fortitude Security believes that **quality security begins with quality management**. We actively supervise our officers, conduct regular site inspections, and maintain open communication with our clients to ensure consistent, dependable service.

Contract Duration: August 10th - September 30th

Proposed Security Services

Unarmed Security Coverage

Security Cost Breakdown (August–September 2026)

Hourly Rate: \$22.00/hour

Holiday Rate: \$33.00/hour (Time and One-Half)

August 2026

Week 1

- Monday–Friday (5 Days × 6 Hours = 30 Hours)
- Saturday–Sunday (2 Days × 8 Hours = 16 Hours)

46 Hours × \$22.00 = \$1,012

Week 2

- Monday–Friday (30 Hours)
- Saturday–Sunday (16 Hours)

46 Hours × \$22.00 = \$1,012

Week 3

- Monday–Friday (30 Hours)
- Saturday–Sunday (16 Hours)

46 Hours × \$22.00 = \$1,012

Additional Day

- One (1) Weekday
- 6 Hours

$$6 \text{ Hours} \times \$22.00 = \$132$$

August Total

Description	Amount
Week 1	\$1,012
Week 2	\$1,012
Week 3	\$1,012
Additional 6-Hour Day	\$132
August Total	\$3,168

September 2026

Week 1

- Four (4) Weekdays @ 6 Hours = 24 Hours
- Two (2) Weekend Days @ 8 Hours = 16 Hours

$$40 \text{ Hours} \times \$22.00 = \$880$$

Week 2

Labor Day (Holiday)

- 8 Hours @ \$33.00/hour

$$\text{Holiday Total} = \$264$$

Remaining Scheduled Coverage:

- Four (4) Weekdays @ 6 Hours = 24 Hours
- Two (2) Weekend Days @ 8 Hours = 16 Hours

40 Hours × \$22.00 = \$880

Week 2 Total = \$1,144

Week 3

- Monday–Friday (30 Hours)
- Saturday–Sunday (16 Hours)

46 Hours × \$22.00 = \$1,012

Week 4

- Monday–Friday (30 Hours)
- Saturday–Sunday (16 Hours)

46 Hours × \$22.00 = \$1,012

Remaining Two Days

- Two (2) Weekdays
- 12 Total Hours

12 Hours × \$22.00 = \$264.00

September Total

Description	Amount
Week 1	\$880
Week 2 (Including Labor Day)	\$1,144
Week 3	\$1,012
Week 4	\$1,012
Remaining Two Days	\$264

September Total

\$4,312

Contract Summary

Month	Total
August 2026	\$3,168
September 2026	\$4,312
Grand Total	\$7,480

Based on the revised schedule, the totals are as follows:

- **August 2026:** \$3,168
- **September 2026:** \$4,312 (including the Labor Day holiday rate)
- **Grand Total (August & September):** \$7,480

Scope of Services

Fortitude Security Officers will provide:

- Professional access control
- Visitor verification and screening
- Resident assistance
- Vehicle and pedestrian monitoring
- Community patrols
- Parking enforcement (if requested)
- Monitoring of common areas
- Observation and reporting of suspicious activity
- Immediate response to incidents
- Coordination with local law enforcement when necessary
- Daily communication with management

Duties & Responsibilities

Assigned Security Officers shall:

- Maintain a professional appearance and courteous demeanor at all times.
- Provide exceptional customer service to residents, guests, vendors, and visitors.
- Maintain strict access control procedures.
- Verify visitors and authorized contractors entering the community.
- Conduct routine patrols of community amenities and common areas.
- Observe and report suspicious activity or safety concerns.
- Respond promptly to disturbances, emergencies, or resident requests.
- Complete Daily Activity Reports, Incident Reports, and Patrol Reports.
- Report maintenance issues or hazards observed during patrols.
- Assist emergency responders when necessary.

Management & Quality Assurance

Fortitude Security distinguishes itself through active management rather than simply staffing a post.

At no additional charge, Fortitude Security provides:

- Regular supervisory inspections
- Random quality assurance visits
- Field Training Officer evaluations
- Performance coaching
- Uniform inspections
- Report reviews
- Client follow-up meetings
- Immediate management response to concerns

Our management philosophy ensures that every officer consistently meets the highest standards of professionalism and performance.

Professional Standards

Every officer assigned to Oakmont Community Center will be expected to maintain:

- Professional appearance
- Complete company uniform
- Excellent communication skills
- Outstanding customer service
- Professional demeanor

- Timeliness and reliability
- Proper report writing
- Respectful interaction with residents and visitors

Holiday Coverage

The following holidays shall be billed at **time and one-half (1.5× the standard hourly rate)**:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Why Fortitude Security?

Our clients benefit from:

- Professional and highly trained officers
- Exceptional customer service
- Superior access control procedures
- Proactive patrol operations
- Fast response to incidents
- Active management oversight
- Routine supervisory inspections
- Consistent communication
- Reliable reporting
- A commitment to continuous improvement

Our goal is to create a secure community where residents feel protected, welcomed, and confident in the security services provided.

Closing

Fortitude Security appreciates the opportunity to submit this proposal to Oakmont Community Center. We are confident that our combination of experienced personnel, proactive management, exceptional customer service, and visible patrol operations will provide the level of protection and professionalism your community deserves.

We look forward to discussing this proposal further and building a long-term partnership with Oakmont Community Center.

Respectfully Submitted,


FORTITUDE SECURITY

Authorized Representative:  1 _____

Date: _08/10/2026_____

OAKMONT COMMUNITY

Authorized Representative: _____

Date: _08/10/2026_____



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Proposals
for 24th Avenue Plant Bed Refresh

24th Ave Plant Bed Refresh

Project Overview

The landscape beds located along 24th Ave contain areas of declining, dead, and missing plant material that no longer provide a consistent appearance along the corridor. As shown in the attached photographs, several planting areas have significant gaps where shrubs have died or are no longer present, reducing the overall aesthetic of the landscape beds.

To restore a uniform appearance and enhance the long-term aesthetics of the community, proposals were solicited from qualified landscape contractors to remove dead plant material, install new landscape plantings, and refresh the existing planting beds.

Proposals were received from Lawn Enforcement Agency (LEA), Sunrise Landscape, and The Master's Lawn & Pest and were evaluated based on scope, pricing, and overall value.

Funding for this project is available through the Landscape Improvements budget line. The current available balance is \$40,345.00, which is sufficient to fund the proposed project.

Existing Site Conditions

The following photographs illustrate the existing conditions.



24th Ave Entrance -Replace & add dead plant material.jpg



24th Ave Entrance -Replace dead plant material.jpg



24th Ave add new Jack Frost Ligustrum.jpg



24th Ave replace dead plant material.jpg

Scope of Work

- Removal of dead and declining plant material.
- Installation of new Jack Frost Ligustrum in areas where plant material is missing or has deteriorated.
- Planting bed preparation.
- Mulch installation as proposed by each contractor.
- Irrigation-related work as included in each contractor's proposal.
- Site cleanup upon completion.

While the proposals provide generally comparable improvements, they are not identical and vary in certain materials, installation methods, plant size, optional services, and pricing.

Proposal Review

All three proposals provide a landscape refresh for the planting beds along 24th Ave and are generally comparable in overall scope and intent. However, the proposals are not identical and differ in certain materials, installation methods, plant size, optional services, and pricing.

Sunrise Landscape appears to include taller plant material at the time of installation. The proposals also vary in their approach to mulch, irrigation-related work, and optional plant health or warranty programs.

Lawn Enforcement Agency (LEA) submitted the lowest proposal at \$14,500.00. Sunrise Landscape submitted a proposal of \$16,396.68. The Master's Lawn & Pest submitted a base proposal of \$18,534.30 and offers an optional 60-Day Plant Health Inspection Program for an additional \$340.00, bringing the total cost to \$18,874.30 if selected.

Recommendation

- Select Lawn Enforcement Agency (LEA) as the vendor.
- Lowest responsive proposal received (\$14,500.00).
- Provides the requested landscape improvements.
- Current landscape maintenance contractor for the community.
- Familiarity with the property's existing landscape and irrigation systems.
- Cost savings compared to the other proposals received.
- Consistent landscape maintenance following project completion.

Submitted by Alisa McGowan

24th Ave Plant Bed Refresh - Vendor Comparison

Item	Lawn Enforcement Agency (LEA)	Sunrise Landscape	The Master's Lawn & Pest
Total Proposal	\$14,500.00	\$16,396.68	\$18,534.30
Optional Program	None	None	60-Day Plant Health Inspection Program (+\$340.00)
Total with Optional Program	\$14,500.00	\$16,396.68	\$18,874.30
Landscape Scope	Landscape bed refresh per proposal	Landscape bed refresh per proposal	Landscape bed refresh per proposal
Plant Material	Jack Frost Ligustrum	Jack Frost Ligustrum (appears taller at installation)	Jack Frost Ligustrum
Mulch	Per proposal	Per proposal	Per proposal
Irrigation Work	Per proposal	Per proposal	Per proposal
Warranty / Plant Health	Per proposal	Per proposal	Optional 60-Day Plant Health Inspection Program
Current Landscape Contractor	Yes	No	No
Notes	Lowest proposal; current landscape contractor.	Using taller plant material.	Highest base proposal; optional plant health program.



A HIGHGROVE Company

Proposal #8644

Date: 6/15/2026

Customer:

Parker Road CDD
11701 SW 30th Avenue
Gainesville, FL 32608

Property:

Oakmont Community
11619 SW 24th Ave
Gainesville, FL 32607

Indian Hawthorne replacement along 24th

There are 14 bed areas containing Indian hawthorn, many of which are declining or in poor condition. I recommend replacing these with 21 'Jack Frost' ligustrum per bed. Please let me know if you would be interested in moving forward with this improvement



Irrigation will be adjusted and working to make sure hedges will have proper water.

Project Overview

This project includes the removal of existing plant material and the installation of new ornamental shrubs along 24th Street. The intent is to create a cohesive, uniform, and visually enhanced streetscape through consistent and well-planned plantings.

Work Area Description

The project area consists of 14 individual planting beds located along 24th Street. Each bed will be renovated and replanted to establish a continuous, clean, and consistent landscape appearance along the brick wall/fence frontage.

Plant Material Specifications

- Plant Type: Jack Frost Ligustrum
- Container Size: 3-gallon
- Installation Height: Approximately 10–16 inches

Mature Height:

- Unpruned: 6–8 feet
- Maintained: 3–5 feet (recommended for optimal appearance)
-

Installation Requirements

- Each of the 14 planting beds will receive approximately 21 plants per bed.
- Plants will be installed at a spacing of 24 to 30 inches on center to ensure:
- Immediate visual coverage
- Adequate spacing for healthy growth and long-term development
- Planting operations will include:
- Removal of existing plant material (as required)
- Proper bed preparation
- Installation and alignment of plant material
- Backfilling with appropriate soil
- Initial watering to ensure proper establishment

Mulching

This proposal includes chocolate cypress mulching along the front fence line on 24th Street:

- Depth: 2 inches
- Material: Existing mulch to be reused and redistributed where applicable

Material Selection Rationale

Jack Frost Ligustrum has been selected in place of Indian Hawthorn due to its improved performance and long-term sustainability in similar landscape conditions. Key advantages include:

- Superior disease resistance, particularly against Entomosporium leaf spot, which commonly affects Indian Hawthorn in humid climates
- Greater durability and adaptability across a variety of site conditions
- Faster establishment and reduced long-term maintenance requirements
- Variegated foliage that provides enhanced year-round visual interest and contributes to a modern, cohesive streetscape aesthetic

Project Intent

The overall goal of this project is to establish a low-maintenance, uniform, and visually appealing landscape buffer that enhances the aesthetic character of 24th Street while improving long-term plant health, performance, and sustainability.

Plant Install

Plant Install

Items	Quantity	Unit	
Jack Frost ligustrum - Installed	294.00	3 gal	
Mulch - Cypress - Chocolate	105.00	Cu. Yd.	
	Plant Install:		\$14,500.00
			Subtotal \$14,500.00
			Estimated Tax \$0.00
			Total \$14,500.00

Terms & Conditions

By 

 Matthew Wimberly Jr

Date 6/15/2026

By _____

Date _____

Oakmont Community

**Proposal Prepared for:**

Oakmont

, Florida

Contact: Alisa Carlino-McGowan

Email: acmcgowan@bermancorp.com

Prepared by:

Alana Kirk

Email: akirk@sunriselandscape.com

Proposal Date: 6/15/2026

Proposal #: 41820

24th Street Landscape Renovation Proposal

The purpose of this project is to improve the appearance of the 24th Street frontage through the removal and replacement of the existing Indian Hawthorn shrubs within fourteen (14) landscape beds located along the brick wall corridor. The new planting layout is intended to create a cleaner, more uniform streetscape appearance while improving long-term plant performance, durability, and sustainability.

Scope of Work

Sunrise Landscape will provide all labor, materials, equipment, and supervision necessary to complete the landscape renovations along the 24th Street corridor.

Work will include the following:

- Removal and disposal of the existing Indian Hawthorn shrubs currently installed within fourteen (14) landscape beds located along the brick wall frontage on 24th Street.
- Renovation and replanting of fourteen (14) individual landscape beds along the corridor to create a continuous and consistent appearance.
- Supply and installation of two hundred ninety-four (294) Jack Frost Ligustrum shrubs in 3-gallon containers throughout all designated planting beds.
- Plant material to be installed at an approximate height of 18" to 24" at the time of installation.
- Jack Frost Ligustrum has an anticipated mature height of approximately 6' to 10' and *may be pruned as necessary to maintain the desired appearance and height within the landscape.*
- Installation of approximately twenty-one (21) plants per bed, with final quantities adjusted as needed to ensure proper spacing and layout consistency.

- Supply and installation of approximately one hundred five (105) cubic yards of Chocolate Cypress Mulch throughout the 24th Street corridor landscape beds to provide a consistent appearance and match the existing mulch throughout the community.
- Mulch to be installed at an approximate depth of 2 inches where site conditions allow.
- Plants to be spaced approximately 24" to 30" on center to allow for proper coverage and healthy long-term growth.
- Scope includes bed preparation, planting, backfilling, cleanup, and initial watering at the time of installation.

Material Summary

- 294 Jack Frost Ligustrum, 3-Gallon Containers
- 105 Cubic Yards of Chocolate Cypress Mulch

Advantages of Jack Frost Ligustrum

- Improved resistance to Entomosporium leaf spot and other disease issues commonly associated with Indian Hawthorn.
- Better adaptability and durability across a variety of site conditions.
- Faster establishment and reduced long-term maintenance requirements.
- Attractive variegated foliage that provides year-round visual interest and a consistent appearance.

Project Intent

The intent of this project is to provide a more durable, low-maintenance, and visually cohesive landscape buffer along 24th Street while enhancing the overall appearance of the property frontage. The proposed plant material and corridor-wide mulch refresh will create a uniform streetscape appearance and provide long-term landscape value for the community.

EM - Installation

Items	Quantity	Unit
Labor - Enhancement		
Ligustrum (Jack Frost)	294.00	3 GAL
Chocolate Cypress Mulch - Sub	105.00	CY

EM - Installation: \$16,396.68

PROJECT TOTAL: **\$16,396.68**

Terms and Conditions:

1. Services: For any Additional Work, terms and pricing must be proposed in a change order with such change order executed by both parties. Any such change order will become a part of this Agreement, with the executed change order controlling to the extent of any conflict between such executed change order and this Agreement.
2. Terms: Association/Owner shall pay any invoice within thirty (30) days following receipt thereof, and hereby agrees to pay interest at a rate equal to the lesser of 1.5% per month or the highest legal rate on all accounts not received within 45 days of invoice date. Further, the Association/Owner shall be responsible for any collection costs incurred by the Contractor in the collection of sums past due under this Agreement, including attorneys' fees and costs incurred. Without prejudice to the Contractor's other rights and remedies, the Contractor may halt any further work and services if the Association/Owner has failed to pay sums due hereunder.
3. Insurance: Contractor will maintain adequate general liability insurance, broad form contractual liability insurance, and worker's compensation to meet its legal requirements throughout the term of this Agreement. The contractor shall furnish a Certificate of Insurance describing coverage in effect and naming the Association/Owner as an additional insured on any general liability insurance. Association/Owner shall maintain its own liability insurance providing coverage for bodily injury, death, and property damage to any invitee of the Property, and property damage insurance against fire, vandalism, and other perils covering the value of the Property.
4. Property Damage: Association/Owner is responsible for notifying the Contractor of any underground utilities or irrigation systems and other Property conditions. The Contractor is not responsible for any damage, including irrigation components, cable lines, power lines, etc. that may occur in the installation process without prior knowledge of location or whereabouts. The Contractor is not responsible for the condition of the landscape due to drought, freeze, or storm damage. In the event of any damage, Association/Owner and administrative representative of the Contractor must allow forty-eight (48) hours for the Contractor to inspect said damage, and the Contractor shall establish the cause at its reasonable discretion. If the damage was caused by the negligence of the Contractor, the Contractor may, at its option, either repair or pay for the repair of any such damage, but only to the extent caused by the Contractor's negligence. The cost of the repairs performed by others that have been accepted by the Contractor shall be billed to the Contractor directly and will not be deducted from sums owed to the Contractor by the Owner.
5. Limitation of Liability: The contractor assumes no liability for damages caused by conditions beyond the Contractor's control. The Contractor shall have no liability for any defects in materials provided by others and shall have no liability for any damages of any kind beyond ninety (90) days following the completion of any Services or Additional Work (as applicable). IN NO EVENT SHALL THE CONTRACTOR OR ITS SUBSIDIARIES, AFFILIATES, SHAREHOLDERS, DIRECTORS, OFFICERS, AGENTS, SERVANTS, SUBCONTRACTORS, OR EMPLOYEES BE LIABLE UNDER THIS AGREEMENT FOR INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, STATUTORY, PUNITIVE, OR EXEMPLARY DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOSS OF TIME, SHUTDOWN OR SLOWDOWN COSTS, LOSS OF BUSINESS OPPORTUNITIES, DAMAGE TO GOODWILL OR REPUTATION, OR OTHER ECONOMIC LOSS, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, AND EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR SUCH DAMAGES COULD HAVE BEEN REASONABLY FORESEEN.

6. **Catastrophic or Natural Events:** Work schedules may be interrupted by weather conditions to the point that scheduled activities, i.e., planting, pruning, edging, etc., may be temporarily halted, with no liability to the Contractor. Acceptable horticultural practices call for minimal pruning of freeze-damaged material until the threat of future freezes has passed. Special clean-ups and/or pruning due to storms, freezes, human-initiated events by other than the Contractor, or other Acts of God are not included and will require extra charge based on time, material, and disposal fees as per the fee and costs lists included herein. If a catastrophic or manmade event were to occur and all or part of the property become un-maintainable as this Agreement outlines, all services for the Association/Owner and the appropriate compensation to the Contractor (as determined by the Contractor in good faith) will be suspended until such time they can be resumed. If only part of the property were damaged, the contract payments and services provided would be prorated accordingly by the Contractor in good faith. Work schedules may also be halted or interrupted as a result of government orders or recommendations, including, without any limitation, government orders and recommendations related to the COVID-19 pandemic, all without liability to the Contractor.
7. **Severability and Waiver:** If any section, subsection, sentence, clause, phrase, or word of this Contract be and is, for any other reason held or declared by a court of competent jurisdiction to be inoperative or void, such holdings shall not affect the remaining portions of this agreement. It shall be construed to have been the intent of the parties hereto to have agreed without such inoperative or invalid part being contained herein so that the remainder of this contract, after exclusion of such inoperative or invalid part, shall be deemed and held to be as valid as if such excluded part had never been included herein. The failure of either party hereto to insist, in any one or more instances, upon the performance of any of the terms, covenants, or conditions of this agreement, or to exercise any right herein, shall not be construed as a waiver or relinquishment of such terms, covenant, condition or right as respects further performance. Any provision of this Agreement which by its terms survives termination of this Agreement (for example, without limitation, Sections 6 and 11), shall so survive.
8. **Amendments:** No change, modification, amendment, or addition of or to this Agreement shall be valid unless in writing and signed by authorized representatives of both parties.
9. **Choice of Law and Forum; Attorney's Fees:** The parties hereby agree that this Agreement, the construction of its terms, and the determination of the rights and duties of the parties hereto shall be governed by and construed in accordance with the laws of the State of Florida and that any action or suit arising out of or relating to this Agreement will be brought solely in any state or federal court located in Hillsborough County, Florida. Both parties hereby submit to the exclusive jurisdiction and venue of any such court. In any such action or suit, in addition to any other relief awarded, the prevailing party shall be entitled to collect from the losing party, the prevailing party's reasonable attorney's fees and costs. THE PARTIES FURTHER AGREE, TO THE EXTENT PERMITTED BY APPLICABLE LAW, TO WAIVE ANY RIGHT TO TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM, OR ACTION ARISING FROM THE TERMS OF THIS AGREEMENT.
10. **Liens:** Association/Owner's failure to timely pay the amounts due Contractor under this Agreement may result in a claim of lien against the Property under Chapter 713, Florida Statutes.

By _____

Alana Kirk

Date 6/15/2026

Sunrise Landscaping Contrs

By _____

Date _____

Oakmont



Proposal #7760

Date: 6/17/2026

Client:

Alisa McGowan
Parker Road CDD
11701 Southwest 30th Avenue
Gainesville, FL 32608

Property:

Oakmont
11701 Southwest 30th Avenue
Gainesville, FL 32608

24th ave bed refresh

The Master's appreciates the opportunity to provide you with the following proposal.

Planting Material Specifications:

The proposed plant material is Jack Frost Ligustrum, installed in 3-gallon containers. Each plant typically measures 10 to 16 inches in height at installation and is expected to reach a mature height of approximately 6 to 10 feet.

Installation Requirements

Each of the 14 planting beds will receive approximately 21 plants per bed.

Plants will be installed at a spacing of approximately 24 to 30 inches on center to ensure full coverage at installation while allowing adequate space for healthy growth and development.

Planting operations will include proper bed preparation, planting, backfilling, and initial watering to ensure establishment.

What sets The Master's apart?

Awards:



Certifications & Professional Affiliations:



Clients We Serve:



The Master's Approach:

A thoughtful, coordinated approach to property care—designed to remove stress and create confidence.

- **One Coordinated Team**
A beautiful stress-free landscape takes a combination services including design, care, protection, education, experience, communication, and teamwork.
- **Clear communication**
Expectations, scope, and next steps are outlined up front, with ongoing communication to keep things aligned.
- **Systems with accountability**
Behind the scenes, structured processes guide scheduling, quality control, and follow-through - so details aren't missed.
- **Thoughtful care, done the right way**
Decisions are made with the long-term health and appearance of the property in mind, not shortcuts or quick fixes.
- **Local ownership and responsibility**
The people overseeing the work are not perfect - but we're local, accessible, and accountable - before, during, and after the service.

Proposal & Pricing Details Below:

Landscape Installation

Landscape Design & Installation

Transform your property with a custom-designed landscape created to fit your style, space, and needs. From concept to completion, we bring your vision to life — see the attached design or sketch for reference.

Items	Quantity	Unit
Disposal Fees	1.50	each
Equipment Mobilization Fee	6.00	day
Labor - Landscape Install		
Ligustrum 'Jack Frost'	294.00	3 gal

Ligustrum japonicum 'Jack Frost' Ligustrum 'Jack Frost' is famously characterized for its two-tone foliage. Its waxy leaves are dark green with irregular ivory markings that run along its edges, which provide excellent contrast to any landscape.

Dyed Hardwood Mulch	105.00	cuyd
---------------------	--------	------

Shredded Hardwood Mulch (by the yard) Color:

Irrigation Diagnostic Service

Service visit to operate and inspect your irrigation system to identify leaks, pressure issues, malfunctioning zones, wiring concerns, and controller programming needs, with findings documented to recommend proper repairs. Recommended repairs and parts will be quoted after the diagnostic is complete.

Appointments are scheduled for up to two hours; any work beyond the diagnostic scope will be quoted and scheduled for the next available visit.

Items	Quantity	Unit
Labor - Irrigation		
Netafim Roll - 250'	3.00	each
250' Netafim Roll		
Fittings - Misc Parts	3.00	each
Misc. Parts - Bushings, Reducers, Glue etc.		

Landscape Installation: \$18,534.30

Subtotal	\$18,534.30
Estimated Tax	\$0.00
Total	\$18,534.30

Payment Schedule

Schedule	Price	Sales Tax	Total Price
Due Upon Completion	\$18,534.30	\$0.00	\$18,534.30
	\$18,534.30	\$0.00	\$18,534.30

Terms & Conditions

This agreement includes the following terms and conditions, which are integral to the agreement.

UNDERGROUND UTILITIES: The Master's will call to locate public utilities before starting the project. We are not responsible for locating or avoiding private underground systems that cannot be located (e.g. satellite cables, irrigation, private electric, etc.).

PLANT WARRANTY: All installed plant material has a one-year, one-time replacement guarantee. This is valid only if the plants are protected by our **Landscape Health Program** (Shrub/Tree Fertilization Program and Seasonal Irrigation Service Plan). This guarantee does not cover plants that are transplanted or damaged by deer.

SOD WARRANTY: All installed sod has a one-year, one-time replacement warranty when on our **Complete Lawn Health program**. This warranty is valid only if the sod is on the program at the time of installation. Clients are responsible for adjusting the sprinkler controller as necessary for rain or drought conditions while sod gets established.

LIFETIME WARRANTY: The Master's now offers a Lifetime Warranty option with a one-time replacement guarantee for shrubs, trees, and sod. This warranty is conditional on enrolling in our **Premier Landscape Management Program**. This all-inclusive program includes Maintenance, Lawn/Plant Health, and our Quarterly Irrigation Plans to protect your landscape. For more details on one-year and lifetime warranty options, please ask our representative.

UNFORESEEN CIRCUMSTANCES: During the execution of your project, unexpected underground obstacles (stumps, drain fields, underground boulders, etc) may be encountered. Should such issues arise, additional costs may be incurred to work around these obstacles and ensure the project is completed according to the agreed-upon scope of work. These situations will be brought to your attention during the project to determine a solution.

DRAINAGE: Drainage systems are guaranteed to be free from defects and to function properly from collection to discharge. Extreme weather events are not covered in design. The design is based on information provided and observed during the initial consultation and property review. The contractor's liability is limited to repairing or replacing defective work and/or materials. Pump and mechanical components are covered by the manufacturer's warranty.

IRRIGATION: Any irrigation repairs, parts, or system modifications not clearly listed in this proposal or scope of work are excluded. If irrigation adjustments or repairs become necessary to properly water new plantings or sod, these items will be quoted separately unless parts are listed in the scope as included in this agreement. Any trenches created for irrigation, drainage, or electrical work will naturally regrow with existing turf and are not re-sodded unless specified in the scope of work.

STANDARDS: All work will be completed according to industry standards. Any changes to proposed specifications will incur additional costs for labor and/or materials, known as a change order. Plants/Materials listed are based on availability and may be substituted for materials of equal value without notice, unless specifically requested. Discussions with the representative are not included in this proposal unless designed herein. Should you notice any omissions, please reach out to the representative to have these added.

POOL & PATIO FURNITURE: Some dust is inevitable during a project – especially if it involves pavers. For your protection, we ask that you cover any furniture or accessories and/or move it from the work area. After a paver project is completed by a pool, it is common for it to need cleaning, and this is the

responsibility of the client.

PHOTOGRAPHY / VIDEOGRAPHY CONSENT: Client grants The Master's permission to photograph and/or video the completed project for use in marketing. Images will focus on the work performed and property improvements, and will not disclose personal or identifying client information.

INSURANCE: The Master's is a Licensed Landscape Contractor and Pest Control provider. Our workers are fully covered by Workman's Comp Insurance and Liability Insurance.

PROJECT PAYMENT TERMS 50% Deposit Due upon the acceptance of the agreement. The deposit is non-refundable. Credit card payment is available with a 3% convenience fee. ACH (electronic check) payment is no additional charge. Balance is due upon completion of the job. Change Orders will be billed separately. A 2% SERVICE CHARGE will be assessed monthly for any delinquent accounts. The client agrees to pay administrative fees, reasonable attorney's fees, and collection costs if this account is referred to an attorney or agency for collection.

RECURRING SERVICE TERMS: Monthly Service Agreements (maintenance, lawn health, pest control, and irrigation programs) are a continuous service from month to month and may be canceled at any time with 60-day notice.

THIS PROPOSAL IS VALID FOR 30 DAYS.

By

Date

Oakmont

Tammi Wait <tammi@themasterslawncare.com>
The Master's Lawn Care

The plant health inspection is the service required to warranty the plants for 60 days. We will inspect the health of the plants and verify the irrigation system is adequately watering them. We will inspect the area four times during the 60 days. We do not offer a 30 day warranty without the service.

On Mon, Jun 22, 2026 at 4:53 PM Alisa Carlino-McGowan
<acmcgowan@bermancorp.com> wrote:

Hello Tammi,

Thank you.

Just to confirm, the Plant Health Assessment is the explanation of the Plant Establishment Warranty, which is listed at \$340?

If we choose not to purchase the Plant Establishment Warranty, would there be any warranty coverage included at no additional cost?

Thank you for your clarification.



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Proposals for Fitness Center
LED Recessed Light Replacement

Fitness Center LED Recessed Can Light Replacement

Project Overview

The existing recessed can lights in the Fitness Center utilize integrated LED fixtures. Unlike traditional recessed lighting, these fixtures do not have replaceable bulbs. When an integrated LED fixture fails, the entire fixture (or integrated LED driver/kit) must be replaced. This project will replace ten failed recessed LED can lights.

Scope of Work

- Remove ten failed integrated LED recessed can lights.
- Install new integrated LED fixtures or LED driver/kit replacements.
- Utilize existing housings where applicable.
- Test all fixtures.
- Dispose of removed materials.

Vendor Comparison

Vendor	Scope of Work	Notes	Price
Redline Electric	Replace 10 integrated LED drivers & LED kits using existing housing and trim.	Lowest bid. Existing District contractor; completed pool heater wiring and street light bulb replacements.	\$3,150.00
B&D Electric	Replace 10 recessed LED lights including drivers and emitters.	30-day proposal validity.	\$4,200.00
Archer Electric	Replace 10 LED high hat lights.	Includes 1-year workmanship warranty.	\$4,825.00

Recommendation

- Redline Electric submitted the lowest responsive proposal.
- Saves \$1,050 compared to the next lowest bidder and \$1,675 compared to the highest bidder.
- Has completed multiple electrical projects for the District, including pool heater wiring and streetlight bulb replacements.
- Familiar with the District's electrical systems and has provided quality workmanship and responsive service.
- Offers the best overall value based on cost, experience, and project scope.

Submitted by Alisa McGowan

Fitness Center Lighting

The photograph below documents the existing recessed lighting within the Fitness Center.



Figure 1. Existing Fitness Center recessed lighting.



282 Northwest 170th Street | Newberry, Florida 32669
352-226-5134 | kyle@redlineelectricfl.com | <https://redlineelectricfl.com>

RECIPIENT:

Parker Road CDD

11701 Southwest 30th Avenue
Gainesville, Florida 32608
Phone: (954) 328-4179

Quote #4406

Sent on Jun 23, 2026

Total \$3,150.00

Product/Service	Description	Qty.	Unit Price	Total
Quote	Replace (10) Integrated LED Recessed Can Light Driver & LED Kits [Juno IC1422LEDG4-3k-U] *Utilize existing housing & trim kit	10	\$315.00	\$3,150.00

Total \$3,150.00

- This quote is valid for the next 30 days, after which values may be subject to change.
- Price subject to change based on material price/availability at time of project execution.

Signature: _____ Date: _____



Billing Address
Parker Road CDD- Oakmont
11701 Southwest 30th Avenue
Gainesville, FL 32608 USA

B&D Electric
(352)-472-1966
24462 NW 9th Pl, Newberry, Florida 32669
United States

Estimate 37597686
Job 37489516
Estimate Date 7/20/2026
Customer PO

Job Address
Oakmont Amenities Building
11701 Southwest 30th Avenue
Gainesville, FL 32608 USA

Estimate Details

Recess Lighting : Repair/replace 10 existing LED recessed down lights in Amenities Building. (replace driver and LED emitter)

Service #	Description	Quantity	Your Price	Your Total
Recess lighting repair	LOT PRICE	1.00	\$4,200.00	\$4,200.00
Potential Savings				\$0.00
Sub-Total				\$4,200.00
Tax				\$0.00
Total				\$4,200.00

Thank you for choosing B&D Electric

The summary above is furnished by B&D Electric as a good faith estimate of work to be performed at the location described above and is based on our evaluation. This estimate does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. If such problems arise, any cost changes will be provided for approval before completed. THIS IS A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED LISTED IN THE SUMMARY ABOVE ONLY. This quote is valid for a period of 30 days unless accepted. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.



Archer Electric Service Company Inc.
4504 SW 29th Ave,
Gainesville, Florida 32608
(352) 371-2580
EC-13003963

Estimate 54088264
Estimate Date 7/14/2026

Billing Address

Parker Rd CDD /Oakmont Amenities Center
11701 Southwest 30th Avenue
Gainesville, FL 32608 USA

Job Address

Parker Rd CDD /Oakmont Amenities Center
11701 Southwest 30th Avenue
Gainesville, FL 32608 USA

Description of work

1. Replace ten led cans around inside of fitness center.
2. Reuse existing can trims.

Sub-Total	\$4,825.00
Tax	\$0.00
Total Due	\$4,825.00
Deposit/Downpayment	\$0.00

Thank you for choosing Archer Electric Service Company Inc.

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Archer Electric Service Company Inc. as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

*All material and labor performed by AESC is guaranteed for the period of 1 year from the date of completion.(Excluding acts of God, or neglect). Material supplied by customers is not covered by warranty. ALL JOBS EXCEEDING \$1000.00 WILL REQUIRE A 50% DEPOSIT UPON CONFIRMATION OF WORK DATE.

Due to current economic impacts project pricing is subject to change prior to job start. In the event a change order is required you will be notified and approval will be necessary

Estimates are valid for 15 days



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Proposals for
Clubhouse Laminate Floor Restoration

Oakmont Clubhouse IVC US Laminate Floor Restoration

Project Overview

The Oakmont Clubhouse flooring consists of IVC US commercial laminate flooring (Nutmeg Hickory 988) installed during the original clubhouse construction. Over time, normal daily use has resulted in surface scuff marks and light scratches that have diminished the floor's appearance. The flooring remains structurally sound and does not require replacement at this time.

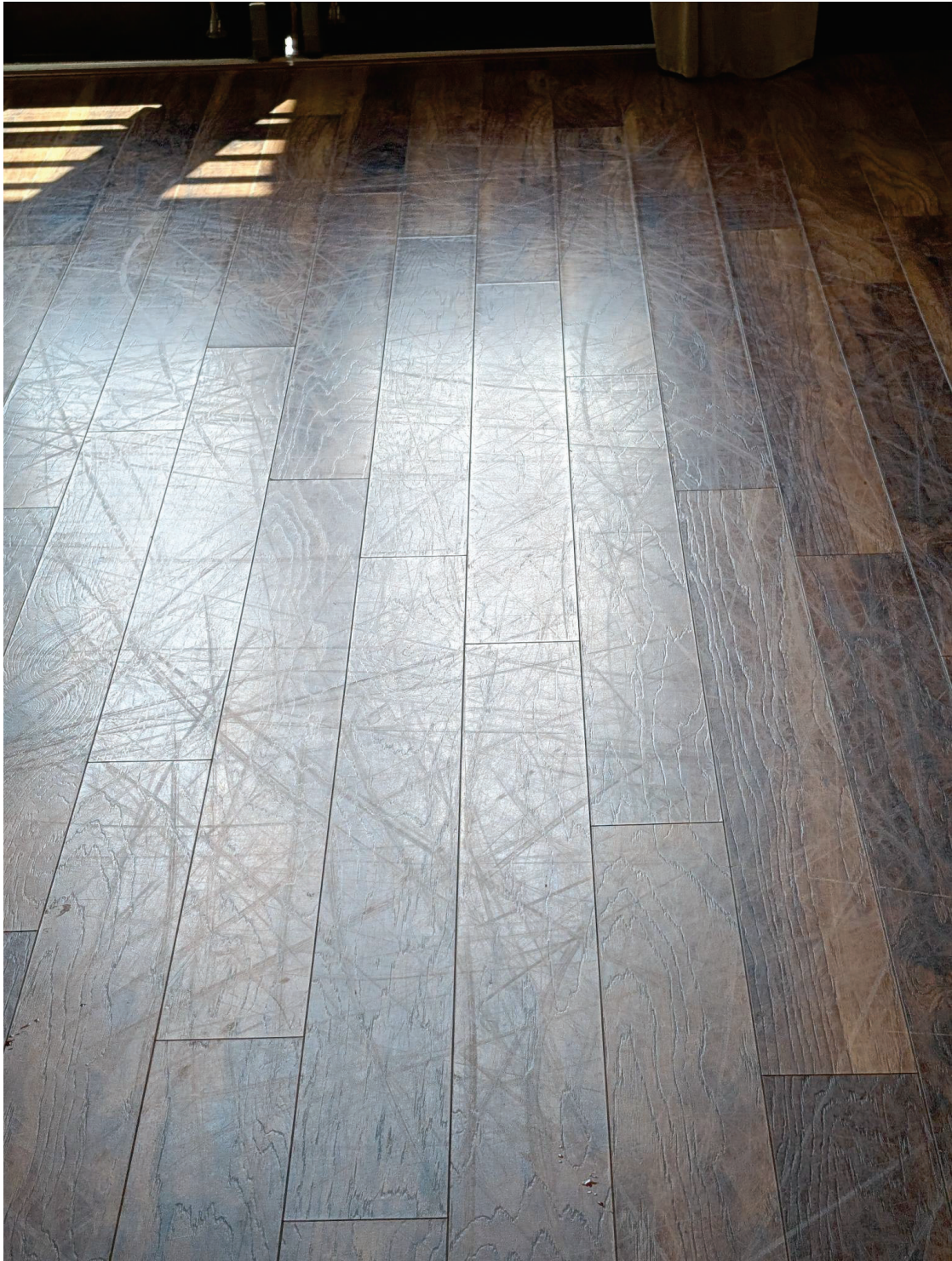
The IVC US Commercial Care & Maintenance Guide recommends routine professional maintenance using laminate-safe cleaning methods to preserve the finish and maximize the flooring's service life.

Professional restoration at this time is expected to improve the appearance of the flooring, significantly reduce visible surface scratches and scuff marks, and help extend the useful life of the existing floor for several additional years.

Existing Floor Conditions

The photographs below illustrate the current condition of the clubhouse flooring, including visible surface scuff marks and light scratches caused by normal daily use.





Scope of Work

- Deep clean all clubhouse laminate flooring.
- Machine scrub the flooring using manufacturer-appropriate cleaning methods and products.
- Remove embedded dirt, grime, surface buildup, scuff marks, and other visible contaminants.
- Detail clean edges, corners, and difficult-to-reach areas.
- Improve the overall appearance of the flooring by reducing visible surface scuffs and light scratches, where possible.
- Restore the flooring to a clean, refreshed appearance while helping extend the useful life of the existing floor.
- Perform all work in accordance with the manufacturer's recommended care and maintenance practices for IVC US commercial laminate flooring.

Vendor Comparison

Vendor	Proposal Amount	Scope of Work	Comments
All Clean Everything	\$601.80	Machine scrub and thoroughly mop approximately 2,006 SF.	Lowest-priced proposal. Basic floor cleaning only.
Blue Ribbon Cleaning Company	\$1,432.90	Deep clean using machine scrubbing, edge detailing, residue removal, and application of a protective finish.	Includes protective finish but excludes moving furniture. Permanent scratches and worn areas may not be fully restored.
The Best Restoration	\$1,523.00	Scrub clubhouse flooring and move/replace all furniture and rugs.	Most comprehensive proposal. Demonstrated the greatest knowledge of the existing IVC US laminate flooring and restoration methods.

Proposal Review

Three proposals were obtained to restore the Oakmont Clubhouse flooring. All Clean Everything submitted the lowest proposal but is limited to basic floor cleaning. Blue Ribbon Cleaning Company includes a comprehensive deep cleaning process and protective finish; however, furniture moving is excluded. The Best Restoration submitted the most comprehensive proposal, demonstrated the greatest familiarity with the existing IVC US commercial laminate flooring, and includes moving and replacing all furniture and rugs.

Recommendation

Staff recommends: approving the proposal from The Best Restoration, LLC, for \$1,523.00.

- Demonstrated the strongest understanding of the existing IVC US laminate flooring.
- Includes moving and replacing all furniture and rugs.
- Expected to significantly improve the appearance of surface scuffs and light scratches while extending the useful life of the flooring.
- Only \$90.10 higher than the next most comprehensive proposal while providing additional services and a more specialized restoration process.
- Approve the proposal now with the work scheduled for October 2026 at the beginning of Fiscal Year 2027. Funding is proposed through the **FY2027 Amenity Maintenance budget line**.

All Clean Everything LLC

PO Box 140780
Gainesville, Florida 32614
(352)372-0461
office@AllCleanFL.com
www.AllCleanFL.com
3499 NW 97th Blvd Suite 3
Gainesville, Florida 32606



June 22, 2026

Attn: Parker Road CDD
CC: Destyni Dawson

We are pleased to submit the following proposal for floor service at the Oakmont Clubhouse 11701 SW 30th Ave Gainesville, Florida 32608. All Clean Everything LLC will provide the cleaning products, equipment, and labor necessary to complete the following services:

Floor Restoration Services - 2,006 SF

(Machine scrub and thoroughly mop all designated floor areas to remove dirt, grime, scuff marks, and surface buildup, leaving the floors clean, refreshed, and ready for use.)

Total Cost: \$601.80 (Tax Exempt)

Terms & Conditions: We will take care to protect landscaping, fixtures, and property surfaces; however, we are not responsible for pre-existing stains, damage to fragile surfaces, or plant discoloration caused by cleaning solutions. Acceptance of this proposal authorizes the work described above. Please sign and return this document to confirm approval and scheduling.

Payments: Invoices will be sent at the end of each month for the monthly services. Payments can be made by the links included in the invoices or you may write a check. Checks can be made payable to All Clean Everything LLC and mailed to 3499 NW 97th Blvd Suite 3 Gainesville, Florida 32606.

Accepted by _____ Date: _____

Print Name: _____ Sign: _____

Blue Ribbon Cleaning Company, Inc.

821 NE 36th Ter Ste 7
Ocala, FL 34470 US
(352) 624-0460
bernard@blueribbonocala.com

**Estimate****ADDRESS**

Parker Road CDD (Oakmont at Gainesville)
11701 SW 30th Ave
Gainesville, Florida 32608

ESTIMATE

1160

DATE

06/24/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Scrub LVT	Laminate / LVT Deep Cleaning and Protective Finish Application Blue Ribbon Cleaning Company will perform a deep cleaning of the LVT flooring using a machine-scrubbing process with the appropriate floor pad and cleaning solution. This process is designed to remove embedded soil, surface buildup, scuff marks, and general wear from the flooring. Scope of work includes: Dust mop and prepare the LVT flooring prior to cleaning. Machine scrub the LVT using an auto scrubber or floor machine with the appropriate cleaning pad. Detail clean edges, corners, and hard-to-reach areas as needed. Extract or recover the cleaning solution and soils from the floor. Rinse or neutralize the floor as needed to remove remaining residue. Allow the floor to fully dry prior to finish application. Apply NCL LVT Protect floor finish/protective coating according to manufacturer recommendations. Allow proper drying time between coats, if multiple coats are applied. Final inspection of the cleaned and protected flooring. This service will help restore the appearance of the LVT flooring while adding a protective finish to improve durability, enhance appearance, and make future maintenance easier. Disclaimer: Deep scratches, gouges, permanent stains, worn areas, discoloration, and damage to the LVT flooring may not be fully removed through the deep cleaning and protective finish application process. This service is intended to clean, improve appearance, and add a protective coating	2,047	0.70	1,432.90

to the existing floor surface, but it will not repair physical damage or restore flooring that has been permanently worn or damaged. Final results may vary depending on the current condition of the flooring.

Moving of furniture, fixtures, personal items, equipment, rugs, mats, and other belongings is excluded from this proposal. The client is responsible for removing or relocating all items from the areas to be serviced prior to Blue Ribbon Cleaning Company's arrival. Areas that are blocked or inaccessible at the time of service may not be cleaned or coated

SUBTOTAL	1,432.90
TAX	0.00
TOTAL	\$1,432.90

Accepted By

Accepted Date

The Best Restoration, LLC

6933 NW 4th Blvd
Gainesville, FL 32607
(352) 505-3321
info@thebestrestoration.com

Estimate

ESTIMATE#	31376670
DATE	06/12/2026
PO#	

CUSTOMER
Oakmont 11770 Southwest 30th Avenue Gainesville FL 32608 (352) 204-8177

SERVICE LOCATION
Oakmont 11770 Southwest 30th Avenue Gainesville FL 32608 (352) 204-8177

DESCRIPTION	Scrub and polish. Moving all content
-------------	--------------------------------------

Estimate			
Description	Qty	Rate	Total
Laminate Cleaning Clubhouse	1864.00	0.75	1,398.00
Content Manipulation (Clean) Move all furniture and rugs clean floors. then replace	1.00	125.00	125.00

CUSTOMER MESSAGE

Estimate Total: \$1,523.00

PRE-WORK SIGNATURE

Signed By:



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Consideration of Proposals for
Tree Removal in Common Areas
(provided under separate cover)



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Discussion of Parker Road Campus Project
by Westside Baptist Church

Subject: RE: Parker Road Campus Project - Westside Baptist Church

Hi Zach,

We have consulted with district counsel regarding your initial request for water connection utilization between Parker Road CDD and Westside Baptist Church. Following that discussion, we require some additional information before we can move forward.

Please provide responses to the following:

1. Can you confirm who you spoke with at NV5 regarding this matter, specifically the district engineer you were in contact with?

Walker Owen & Kristen Jackson with NV5. Barbara Misener with GRU.

2. What potential damage could result to CDD property as a result of providing this water connection utilization?

The contractor will be required by the construction documents to restore the property to the existing condition or better.

If GRU has to perform future maintenance on the water main, then restoration of the construction area would not be provided by GRU, and would need to be addressed by Parker Road CDD or Westside Baptist. This would be on the order of re-establishing landscape material such as walking path, grass, sod, shrubs or trees; whatever exists at that time.

This will depend on the route that the final design takes, and the design would be laid out to minimize path & landscape above the water main.

3. Will there be any ongoing costs to the district to have this arrangement in place?

No, the water main will be owned & operated by GRU. A utility easement would be required to be provided to GRU covering the path of the water main.

4. Will the district be required to have a separate meter associated with this water connection?

No, a water main would be constructed from the water main in Oakmont, and it would be extended to Parker Road; no additional meter associated with this connection is required for Parker Road CDD.

The water main proposed would be built to GRU standards and dedicated/conveyed to GRU like all other water mains within Oakmont.

The easement associated with the new water main would be between the land owner and GRU and subject to the same conditions of all other GRU easements within Oakmont.

Once we receive your responses, we will circle back with district counsel accordingly.

Thank you for your attention to this matter.

Regards,

Vivian Carvalho
Senior District Manager

PFM Management Services LLC

carvalhov@pfm.com | **phone & text 407.723-5945** | **web** pfmmanagement.com [Home](#)
3501 Quadrangle Boulevard | Suite 270 | Orlando, Florida 32817



From: Vivian Carvalho
Sent: Wednesday, June 3, 2026 4:35 PM
To: 'Zach Allen' <zallen@westsidebaptist.org>
Subject: RE: Parker Road Campus Project - Westside Baptist Church

Hello Zach,

Thank you for your email and your inquiry regarding the utilization of the water connection.

As this type of request is outside of our standard processes, I will be researching the necessary steps and requirements the district must undertake to respond appropriately. We will follow up with you once we have the information needed to move forward.

We appreciate your patience and thank you for reaching out.

Regards,

Vivian Carvalho
Senior District Manager

PFM Management Services LLC

carvalhov@pfm.com | **phone & text 407.723-5945** | **web** pfmmanagement.com [Home](#)
3501 Quadrangle Boulevard | Suite 270 | Orlando, Florida 32817



From: Zach Allen <zallen@westsidebaptist.org>

Sent: Wednesday, June 3, 2026 1:59 PM

To: Vivian Carvalho <carvalhov@pfm.com>

Subject: Parker Road Campus Project - Westside Baptist Church

ALERT: This message is from an external source. **BE CAUTIOUS** before clicking any link or attachment

Vivian, I hope you are well.

I'm working with NV5 on a future school project that we have on the west side of Parker Road (SW 122nd St.). As we are working with Alachua County & GRU on our PDP of the site & part of our plan would be to ask about connecting through Oakmont to gain water connection (see PDP Utility Plan attached). The County has shared they would allow the connect to GRU's system if approved by Oakmont's CDD.

This would be helpful for our students & staff as it relates to drinking water & fire sprinkling.

Would you be able to tell me what steps we would need to take to have a conversation about this?

Thanks,

zach allen | ministries and administration pastor | westside baptist church | 352.333.0180

This E-mail message is confidential, is intended only for the named recipients above and may contain information that is privileged, attorney work product or otherwise protected by applicable law. If you have received this message in error, please notify the sender at 402-346-6000 and delete this E-mail message.

Thank you.



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Ratification of PFM Management Services LLC
Fee Increase Letter



July 1, 2026

Ms. Tara Ezzell
Chairman of the Board of Supervisors
Parker Road Community Development District
3501 Quadrangle Boulevard, Suite 270
Orlando, FL 32817

Dear Ms. Ezzell:

pfm

3501 Quadrangle Blvd.
Suite 270
Orlando, FL 32817
407.723.5900

pfm.com

Thank you for the opportunity to continue serving as District Manager to the Parker Road Community Development District (the "District"). The agreement in place between our firm and the District dated January 18, 2019 provides for the review and adjustment annually of our fees pursuant to the District's annual budget process. We are respectfully requesting an increase in our annual fee for District Management services from \$31,500 to \$33,000 for Fiscal Year 2027.

Please note this change will be effective on the billing for October 2026, in conjunction with the District's new Fiscal Year.

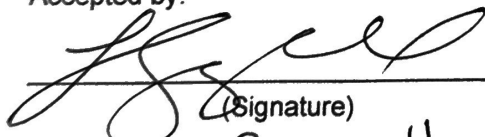
Provided the changes are acceptable, please have an authorized official of the District sign and return a copy of this letter to us to acknowledge the increase.

Sincerely,

PFM MANAGEMENT SERVICES LLC


Senior District Manager

Accepted by:


(Signature)
Tara Ezzell
(Print Name)

July 7, 2026
(Date)



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Ratification of Southern Escapes Estimate #835
for Stenner Pump Repair



Estimate

Parker Road CDD
3501 Quadrangle Blvd Ste 270
Orlando, FL 32817
(407) 723-5900
pfmdistrictap@avidbill.com

SOUTHERN ESCAPES
P.O. Box 140211
Gainesville, FL 32614

Job Description

Repair of the Stenner pump.

Estimate Details

Repair of stenner pump.

Estimate Number: 835

Lookup Code	Description	Serial Number	Qty
GHS-45-1001	Stenner Pumps #1 Santoprene® QuickPro Pump Head for Classic Pumps 25PSI		1.00
Estimate created 7/31/2026 - Valid until 8/15/2026			Total: \$242.46

Tara Ezzell

8/10/2026

Standard Terms & Conditions

Pool Service Installation & Repair Terms and Conditions

These Terms and Conditions ("Agreement") govern all pool installation, repair, maintenance, and related services ("Services") provided by Southern Escapes LLC

By approving an estimate, scheduling service, or allowing work to begin, the Client agrees to these Terms and Conditions.

1. Scope of Work

Contractor will provide Services as described in the written estimate, invoice, or service agreement. Any additional work not specifically listed is not included and may require a revised estimate and additional charges.

2. Estimates & Pricing

- Estimates are based on visible and accessible conditions at the time of inspection.
- Hidden issues (including but not limited to underground plumbing, electrical faults, structural defects, or code violations) may result in additional costs.
- Prices are subject to change if material costs increase or if the scope of work changes.

3. Payment Terms

- Payment is due upon completion unless otherwise stated in writing.
- Deposits may be required for installations or special-order materials.
- Late payments may be subject to interest, service fees, or suspension of services.
- Client is responsible for all collection costs, including legal fees, if payment is not made.

4. Scheduling & Access

- Client must provide safe, clear, and unobstructed access to the pool, equipment, water, and electrical sources.
- Contractor is not responsible for delays caused by weather, material availability, permit delays, or conditions beyond reasonable control.
- Missed appointments or cancellations with less than 24 hours' notice may result in a service fee.

5. Client Responsibilities

The Client agrees to:

- Disclose known issues with the pool, equipment, plumbing, or electrical systems.
- Ensure pets are secured and work areas are safe.
- Maintain proper water levels and chemistry unless chemistry service is included.
- Obtain any required HOA approvals unless otherwise agreed.

6. Permits & Code Compliance

Unless stated otherwise, Contractor will perform work in accordance with applicable codes. Permit fees and inspections are excluded unless specifically noted in writing.

7. Warranties

- Labor is warranted for one year from the date of service.
- Manufacturer warranties apply to parts and equipment and are subject to the manufacturer's terms.
- Warranty does not cover damage caused by misuse, neglect, improper water chemistry, acts of nature, freezing, power surges, or work performed by others.

8. Exclusions & Limitations

Contractor is not responsible for:

- Pre-existing conditions or failures unrelated to the performed work
- Cosmetic damage not directly caused by Contractor
- Landscaping, decking, tile, plaster, or surfaces disturbed as a necessary part of the repair unless specifically included
- Water loss, chemical imbalance, or algae growth after service completion

9. Changes & Additional Work

Any change to the scope of work must be approved by the Client and may result in additional charges. Verbal approvals may be considered binding.

10. Safety & Damage

Contractor will take reasonable precautions to protect property but is not responsible for damage caused by hidden conditions, underground utilities, or structural weaknesses.

11. Cancellation

Client may cancel services prior to commencement. Deposits for special-order materials are non-refundable. Work already performed will be billed accordingly.

12. Limitation of Liability

To the fullest extent permitted by law, Contractor's liability is limited to the amount paid for the specific service performed. Contractor shall not be liable for indirect, incidental, or consequential damages.

13. Governing Law

This Agreement shall be governed by the laws of the state/province of Florida.

14. Entire Agreement

These Terms and Conditions, together with the estimate or invoice, constitute the entire agreement between the parties and supersede all prior discussions or agreements.

Client Acknowledgment

By approving service, the Client acknowledges understanding and acceptance of these Terms and Conditions.



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Ratification of Southern Escapes Estimate #836
for Black Algae Treatment



Estimate

Parker Road CDD
3501 Quadrangle Blvd Ste 270
Orlando, FL 32817
(407) 723-5900
pfmdistrictap@avidbill.com

SOUTHERN ESCAPES
P.O. Box 140211
Gainesville, FL 32614

Job Description

Black algae treatment for swimming pool.

Estimate Number: 836

Lookup Code	Description	Serial Number	Qty
REF-50-1200	Refresh 100 lb Drum 68% Calcium Hypochlorite Granular		4.00
M11	POOL SERVICE LABOR < 500		1.00
Estimate created 7/31/2026 - Valid until 8/15/2026			Total: \$1,252.96

Tara Ezzell

8/14/2026

Standard Terms & Conditions

Pool Maintenance – Terms & Conditions

1. Scope of Services

The pool maintenance service includes routine cleaning and maintenance as agreed with the client. Services may include, but are not limited to:

- Skimming surface debris
- Brushing pool walls and tiles
- Vacuuming the pool

- Emptying skimmer and pump baskets
- Testing and balancing pool water chemistry
- Inspecting pool equipment for visible issues

Any services not listed above are considered additional services and may incur extra charges.

2. Service Schedule

- Services will be provided on the agreed schedule (weekly, bi-weekly, or monthly).
- Missed services due to weather, access issues, or unsafe conditions may be rescheduled at the service provider's discretion.
- No refunds will be issued for missed services beyond the service provider's control.

3. Client Responsibilities

The client agrees to:

- Provide safe and clear access to the pool and equipment on scheduled service days
- Ensure pets are secured during service visits
- Maintain proper water levels and electrical supply
- Inform the service provider of any known equipment issues

The service provider is not responsible for delays or incomplete service due to lack of access.

4. Chemicals & Materials

- Standard chemicals may be included or billed separately, depending on the service agreement.
- Excessive chemical usage due to neglected pools, algae outbreaks, or special treatments will be charged additionally.
- The service provider is not responsible for damage caused by pre-existing water chemistry issues.

5. Equipment & Repairs

- The service provider will visually inspect equipment but is not responsible for mechanical failure.
- Repairs, replacement parts, or labor are not included unless agreed to in writing.
- The client authorizes the service provider to recommend necessary repairs but final approval is required before work begins.

6. Payment Terms

- Payment is due as per the agreed billing cycle (weekly, monthly, or per visit).

- Late payments may result in service suspension.
- Outstanding balances may incur late fees.

7. Cancellations & Termination

- Either party may cancel service with written notice (typically 7–30 days, as agreed).
- No refunds will be issued for services already rendered.
- Immediate termination may occur for non-payment, unsafe conditions, or abusive behavior.

8. Liability

- The service provider is not responsible for pre-existing damage, normal wear and tear, or chemical-related discoloration due to prior conditions.
- Liability is limited to the value of the service provided.
- The service provider is not liable for damage caused by faulty equipment or improper installation.

9. Weather Conditions

Service may be postponed due to rain, storms, extreme heat, or unsafe conditions. Rescheduling will occur when possible.

10. Acceptance of Terms

By engaging pool maintenance services, the client acknowledges they have read, understood, and agreed to these Terms & Conditions.



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Ratification of Payment Authorization
Nos. 356 – 361

**PARKER ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization 356

6/18/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
4929	Fortitude Security Inc. (PARKE2)	06/08/2026	Parker Road CDD	2,288.00
03963-061026-CR	Gainesville Regional Utilities (PARKE2)	06/10/2026	Parker Road CDD	0.00
A60001944692	GFL Environmental (PARKE2)	06/15/2026	Parker Road CDD	189.47
A60001945705	GFL Environmental (PARKE2)	06/15/2026	Parker Road CDD	145.27
2026169	Workman Forestry LLC (PARKE2)	06/04/2026	Parker Road CDD	3,600.00
Total:				6,222.74

Venessa Ripoll
Secretary / Assistant Secretary

Tara Ezzell
Chairman / Vice Chairman

PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 357

7/10/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
14532	All Florida Enterprises (PARKE2)	05/18/2026	Parker Road CDD	419.24
68664082	Arrow Exterminators, Inc (PARKE2)	06/15/2026	Parker Road CDD	131.00
962067	Berman Construction, LLC (PARKE2)	06/26/2026	Parker Road CDD	96.76
962353	Berman Construction, LLC (PARKE2)	07/01/2026	Parker Road CDD	19,381.04
261950	CAMGR, LLC (PARKE2)	07/07/2026	Parker Road CDD	300.00
03896-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	64.00
04888-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	62.00
04890-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	80.00
04891-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	66.00
05050-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	44.00
10543-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	100.00
11145-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	42.00
16208-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	44.00
16234-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	44.00
18493-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	54.00
18495-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	45.00
26296-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	43.00
30796-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	53.00
65734-062226	CLAY ELECTRIC COOPERATIVE (PARKE2)	06/22/2026	Parker Road CDD	3,437.00
13301-070326	COX BUSINESS (PARKE2)	07/03/2026	Parker Road CDD	195.36
771148	Envera (PARKE2)	07/01/2026	Parker Road CDD	1,081.98
CKREQ-070726	Esengul Momol (PARKE2)	07/07/2026	Parker Road CDD	27.41
161154704	Everon (PARKE2)	06/16/2026	Parker Road CDD	6,112.17
161184062	Everon (PARKE2)	06/23/2026	Parker Road CDD	272.57
20270320-1	Farm to You Revue (PARKE2)	07/07/2026	Parker Road CDD	462.50
4931	Fortitude Security Inc. (PARKE2)	06/11/2026	Parker Road CDD	3,256.00
03963-061026	Gainesville Regional Utilities (PARKE2)	06/10/2026	Parker Road CDD	13.31
11212-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	127.83
14806-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	77.89
22349-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	1,192.53
22987-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	19.61
25111-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	1,271.91
41606-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	3,154.57
49833-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	203.43
49934-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50035-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	189.57
50136-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50237-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50439-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50540-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50641-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50742-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
50944-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
51045-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	150.51
51146-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	113.97

PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 357

7/10/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
51348-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	389.91
51550-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	130.35
51651-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
51853-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
51954-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
52156-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	187.05
52257-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	47.19
52358-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
56705-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
57890-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	951.87
74044-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	40.09
74448-062426	Gainesville Regional Utilities (PARKE2)	06/24/2026	Parker Road CDD	155.06
74549-062426	Gainesville Regional Utilities (PARKE2)	06/24/2026	Parker Road CDD	227.51
74751-062326	Gainesville Regional Utilities (PARKE2)	06/23/2026	Parker Road CDD	200.74
85916-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	18.04
86017-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	46.39
91134-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
91235-062226	Gainesville Regional Utilities (PARKE2)	06/22/2026	Parker Road CDD	10.65
R21758	Habitech Systems, Inc. (PARKE2)	07/02/2026	Parker Road CDD	42.95
3763713	Kutak Rock LLP (PARKE2)	06/29/2026	Parker Road CDD	3,425.50
3763714	Kutak Rock LLP (PARKE2)	06/29/2026	Parker Road CDD	3,999.00
18378	Lawn Enforcement Agency, Inc. (PARKE2)	06/22/2026	Parker Road CDD	2,025.00
18414	Lawn Enforcement Agency, Inc. (PARKE2)	06/26/2026	Parker Road CDD	1,573.00
18431	Lawn Enforcement Agency, Inc. (PARKE2)	06/30/2026	Parker Road CDD	5,900.00
18802	Lawn Enforcement Agency, Inc. (PARKE2)	07/01/2026	Parker Road CDD	49,078.00
ARBFEE-070726	Oakmont POA LLC (PARKE2)	07/07/2026	Parker Road CDD	25.00
142897	PFM Management Services LLC (PARKE2)	06/30/2026	Parker Road CDD	1,250.00
INV074	Quality Seal Services LLC (PARKE2)	06/21/2026	Parker Road CDD	350.00
INV077	Quality Seal Services LLC (PARKE2)	06/30/2026	Parker Road CDD	2,200.00
INV078	Quality Seal Services LLC (PARKE2)	07/01/2026	Parker Road CDD	6,402.50
OAK12282026	Shannon Thomas (PARKE2)	06/29/2026	Parker Road CDD	450.00
PSI282856	Solitude Lake Management LLC (PARKE2)	07/02/2026	Parker Road CDD	1,005.00
7778340	USA TODAY Media Corp (PARKE2)	06/30/2026	Parker Road CDD	164.36
Total:				122,873.42

Kwame Jackson

Secretary / Assistant Secretary

Tara Ezzell

Chairman / Vice Chairman

**PARKER ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization 358
7/17/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
AD-09201-071026	COX BUSINESS (PARKE2)	07/10/2026	Parker Road CDD	545.11
4932	Fortitude Security Inc. (PARKE2)	06/11/2026	Parker Road CDD	1,056.00
117757	Gainesville Pest Control, Inc. (PARKE2)	07/13/2026	Parker Road CDD	125.00
270814	Jeff Jarrett Music (PARKE2)	07/14/2026	Parker Road CDD	300.00
19123	Lawn Enforcement Agency, Inc. (PARKE2)	07/13/2026	Parker Road CDD	2,200.00
DM-07-2026-61	PFM Management Services LLC (PARKE2)	07/06/2026	Parker Road CDD	2,625.00
OE-EXP-07-2026-28	PFM Management Services LLC (PARKE2)	07/10/2026	Parker Road CDD	5.16
Total:				6,856.27

Kwame Jackson

Secretary / Assistant Secretary

Tara Ezzell

Chairman / Vice Chairman

PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 359
7/24/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
20260603	Alachua County Property App (PARKE2)	06/03/2026	Parker Road CDD	75.00
69152134	Arrow Exterminators, Inc (PARKE2)	07/06/2026	Parker Road CDD	131.00
AD-03896-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	67.00
AD-04888-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	62.00
AD-04890-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	79.00
AD-04891-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	66.00
AD-05050-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	44.00
AD-10543-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	99.00
AD-11145-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	44.00
AD-16208-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	44.00
AD-16234-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	44.00
AD-18493-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	54.00
AD-18495-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	45.00
AD-26296-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	43.00
AD-30796-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	53.00
AD-65734-072326	CLAY ELECTRIC COOPERATIVE (PARKE2)	07/23/2026	Parker Road CDD	3,541.00
92345	Cocobean Inc (PARKE2)	07/21/2026	Parker Road CDD	775.00
11212-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	111.45
14806-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	85.76
22987-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	19.61
25111-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	1,009.83
41606-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	1,454.86
49934-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	10.65
50136-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	27.03
50237-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	37.11
50439-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	24.51
50540-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	16.95
50641-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	13.17
50742-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	14.43
50944-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	20.73
51146-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	91.29
51651-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	10.65
51853-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	81.21
51954-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	18.21
52257-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	42.15
52358-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	10.65
56705-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	10.65
57890-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	925.41
74044-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	38.51
74448-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	498.41
74549-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	252.71
74751-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	224.36
85916-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	16.46
86017-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	41.66
91134-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	90.03

PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 359

7/24/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
91235-072126	Gainesville Regional Utilities (PARKE2)	07/21/2026	Parker Road CDD	90.03
AD-22349-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	1,365.15
AD-49833-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	300.45
AD-50035-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	158.07
AD-51045-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	113.97
AD-51348-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	393.69
AD-51550-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	101.37
AD-52156-072226	Gainesville Regional Utilities (PARKE2)	07/22/2026	Parker Road CDD	140.43
AD-A60001950934	GFL Environmental (PARKE2)	07/15/2026	Parker Road CDD	189.47
AD-A60001951946	GFL Environmental (PARKE2)	07/15/2026	Parker Road CDD	145.27
19139	Lawn Enforcement Agency, Inc. (PARKE2)	07/20/2026	Parker Road CDD	2,273.00
INV080	Quality Seal Services LLC (PARKE2)	07/16/2026	Parker Road CDD	6,402.50
INV081	Quality Seal Services LLC (PARKE2)	07/16/2026	Parker Road CDD	2,330.00
INV082	Quality Seal Services LLC (PARKE2)	07/16/2026	Parker Road CDD	9,320.00
8677	VGlobalTech (PARKE2)	07/01/2026	Parker Road CDD	140.00
Total:				33,927.85

Vivian Carvalho

Secretary / Assistant Secretary

Tara Ezzell

Chairman / Vice Chairman

**PARKER ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization 360
7/31/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
03963-072826	Gainesville Regional Utilities (PARKE2)	07/28/2026	Parker Road CDD	0.00
8641	VGlobalTech (PARKE2)	06/30/2026	Parker Road CDD	300.00
983021272	W.W. Gay Mechanical Contractor (PARKE2)	07/23/2026	Parker Road CDD	415.81
Total:				715.81

Vivian Carvalho

Secretary / Assistant Secretary

Tara Ezzell

Chairman / Vice Chairman

**PARKER ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization 361
8/7/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
9628325	Berman Construction, LLC (PARKE2)	08/01/2026	Parker Road CDD	19,381.04
AD-13301-080326	COX BUSINESS (PARKE2)	08/03/2026	Parker Road CDD	215.03
CKREQ-080426	Esengul Momol (PARKE2)	08/04/2026	Parker Road CDD	25.06
161361138	Everon (PARKE2)	07/28/2026	Parker Road CDD	1,264.32
161345100	Everon (PARKE2)	07/23/2026	Parker Road CDD	272.57
161360826	Everon (PARKE2)	07/28/2026	Parker Road CDD	75.00
3779966	Kutak Rock LLP (PARKE2)	07/30/2026	Parker Road CDD	1,709.50
19593	Lawn Enforcement Agency, Inc. (PARKE2)	08/01/2026	Parker Road CDD	49,078.00
PSI291862	Solitude Lake Management LLC (PARKE2)	08/02/2026	Parker Road CDD	1,035.15
3575	Southern Escapes, LLC (PARKE2)	07/15/2026	Parker Road CDD	2,200.00
3533	Southern Escapes, LLC (PARKE2)	07/02/2026	Parker Road CDD	1,096.54
3684	Southern Escapes, LLC (PARKE2)	08/01/2026	Parker Road CDD	1,800.00
3105	Southern Escapes, LLC (PARKE2)	07/01/2026	Parker Road CDD	1,800.00
7822428	USA TODAY Media Corp (PARKE2)	07/31/2026	Parker Road CDD	1,168.66
8760	VGlobalTech (PARKE2)	08/01/2026	Parker Road CDD	140.00
983021355	W.W. Gay Mechanical Contractor (PARKE2)	08/03/2026	Parker Road CDD	640.00
Total:				81,900.87

Kwame Jackson

Secretary / Assistant Secretary

Tara Ezzell

Chairman / Vice Chairman



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

District Financial Statements



Parker Road CDD

July 2026 Financial Package

July 31, 2026

PFM Management Services LLC
3501 Quadrangle Blvd Suite 270
Orlando, FL 32817
407-723-5900



Statement of Financial Position
As of 7/31/2026

	General Fund	Debt Service Fund	Construction Fund	Long Term Debt Group	Total
<u>Assets</u>					
<u>Current Assets</u>					
Ameris Checking Account	\$22,583.68				\$22,583.68
Ameris Debit Card Account	1,466.66				1,466.66
Ameris Money Market Account	1,369,939.24				1,369,939.24
Ameris Lifestyle Capital	4,226.88				4,226.88
Prepaid Expenses	12,760.14				12,760.14
Assessments Receivable		\$60,984.51			60,984.51
Debt Service Reserve Series 2020		609,064.38			609,064.38
Revenue 2007A&B		196,417.73			196,417.73
Revenue 2020		139,154.19			139,154.19
Interest Series 2020		0.34			0.34
Prepayment 2007A1 Bond		2,898.94			2,898.94
Prepayment Series 2020		0.02			0.02
Deferred Cost 2007A1 Bond		578.03			578.03
Acquisition/Construction Series 2007			\$213.35		213.35
Acquisition/Construction Series 2020			28,718.24		28,718.24
Deferred Const Series 2020			87,582.32		87,582.32
Total Current Assets	\$1,410,976.60	\$1,009,098.14	\$116,513.91	\$0.00	\$2,536,588.65
<u>Investments</u>					
Amount Available in Debt Service Funds				\$948,113.63	\$948,113.63
Amount To Be Provided				13,186,886.37	13,186,886.37
Total Investments	\$0.00	\$0.00	\$0.00	\$14,135,000.00	\$14,135,000.00
Total Assets	\$1,410,976.60	\$1,009,098.14	\$116,513.91	\$14,135,000.00	\$16,671,588.65
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$138,826.03				\$138,826.03
Deferred Revenue		\$60,984.51			60,984.51
Total Current Liabilities	\$138,826.03	\$60,984.51	\$0.00	\$0.00	\$199,810.54
<u>Long Term Liabilities</u>					
Revenue Bonds Payable LongTerm				\$14,135,000.00	\$14,135,000.00
Total Long Term Liabilities	\$0.00	\$0.00	\$0.00	\$14,135,000.00	\$14,135,000.00
Total Liabilities	\$138,826.03	\$60,984.51	\$0.00	\$14,135,000.00	\$14,334,810.54
<u>Net Assets</u>					
Net Assets, Unrestricted	\$188,047.95				\$188,047.95
Net Assets - General Government	490,476.28				490,476.28
Current Year Net Assets - General Government	593,626.34				593,626.34
Net Assets, Unrestricted		\$1,063,062.97			1,063,062.97
Current Year Net Assets, Unrestricted		(66,042.44)			(66,042.44)
Net Assets - General Government		(48,906.90)			(48,906.90)
Net Assets, Unrestricted			(\$1,190,427.88)		(1,190,427.88)
Net Assets, Unrestricted			1,290,450.33		1,290,450.33
Current Year Net Assets, Unrestricted			19,098.71		19,098.71
Net Assets - General Government			(2,607.25)		(2,607.25)
Total Net Assets	\$1,272,150.57	\$948,113.63	\$116,513.91	\$0.00	\$2,336,778.11
Total Liabilities and Net Assets	\$1,410,976.60	\$1,009,098.14	\$116,513.91	\$14,135,000.00	\$16,671,588.65



Parker Road CDD
Statement of Activities
As of 7/31/2026

	General Fund	Debt Service Fund	Construction Fund	Long Term Debt Group	Total
<u>Revenues</u>					
On-Roll Assessments	\$1,590,494.43				\$1,590,494.43
Off-Roll Assessments	304,586.24				304,586.24
Other Revenue	15.01				15.01
Other Revenue - Keys	860.36				860.36
Other Revenue - Rental	8,425.00				8,425.00
Other Revenue - Membership	1,500.00				1,500.00
On-Roll Assessments		\$956,745.12			956,745.12
Off-Roll Assessments		136,148.49			136,148.49
Inter-Fund Transfers		(16,523.37)			(16,523.37)
Inter-Fund Transfers			\$16,523.37		16,523.37
Total Revenues	\$1,905,881.04	\$1,076,370.24	\$16,523.37	\$0.00	\$2,998,774.65
<u>Expenses</u>					
Supervisor Fees	\$5,400.00				\$5,400.00
Public Officials Insurance	3,444.00				3,444.00
Trustee Services	8,206.98				8,206.98
Management	26,250.00				26,250.00
Field Management	13,783.50				13,783.50
Engineering	250.00				250.00
Disclosure Agent	8,750.00				8,750.00
Property Appraiser	75.00				75.00
District Counsel	11,470.00				11,470.00
Assessment Administration	12,500.00				12,500.00
Audit	5,600.00				5,600.00
Arbitrage Calculation	600.00				600.00
Tax Document Preparation Fee	71.57				71.57
Legal Advertising	3,178.04				3,178.04
Bank Fees	2,763.89				2,763.89
Miscellaneous	3,113.01				3,113.01
Contingency	79,694.46				79,694.46
Reserve	67.98				67.98
Web Site Maintenance	2,300.00				2,300.00
Storage	675.96				675.96
Dues, Licenses, and Fees	644.34				644.34
Security	6,600.00				6,600.00
Lifestyle Programming	30,532.31				30,532.31
Lifestyle Coordinator	51,910.59				51,910.59
Security System	10,634.70				10,634.70
Electric	7,822.00				7,822.00
Dumpster	3,815.30				3,815.30
Water Reclaimed	28,855.71				28,855.71
Conservation Area Maintenance	17,842.00				17,842.00
Amenity - Cable & Telephone	8,079.69				8,079.69
Amenity - Insurance	33,010.00				33,010.00
Amenity - Dues & License	25.00				25.00
Amenity - Landscape Maintenance	75,000.00				75,000.00
Amenity - Pool Maintenance	26,132.98				26,132.98
Amenity - Access Control	3,085.23				3,085.23
Amenity - Janitorial	2,091.93				2,091.93
Amenity - Maintenance	30,642.37				30,642.37



Parker Road CDD
Statement of Activities
As of 7/31/2026

	General Fund	Debt Service Fund	Construction Fund	Long Term Debt Group	Total
Amenity - Electric	27,686.00				27,686.00
Amenity - Gas	14,820.26				14,820.26
Amenity - Reclaimed Water	42,102.69				42,102.69
Amenity - Manager	73,366.27				73,366.27
Amenity - Mulch	7,750.00				7,750.00
Amenity - Pool Preventative Maintenance	4,623.66				4,623.66
General Insurance	6,736.00				6,736.00
Crime Insurance	500.00				500.00
General Repair & Maintenance	23,810.38				23,810.38
Maintenance Person	59,158.17				59,158.17
Irrigation	35,550.00				35,550.00
Landscaping Maintenance & Material	415,780.00				415,780.00
Landscape Improvements	42,161.50				42,161.50
Lifestyle - Capital	1,955.55				1,955.55
Employee Holiday Bonus	1,500.00				1,500.00
Employee Recognition Luncheons (4x Annua	502.93				502.93
Pressure Clean Curbs and Walks	44,380.66				44,380.66
Fitness Facility	3,705.71				3,705.71
Tennis Courts/Basketball Court	5,758.92				5,758.92
Amenity Building Pest Control	2,494.00				2,494.00
Principal Payments - 2007A Bond		\$275,000.00			275,000.00
Principal Payments - 2020 Bond		235,000.00			235,000.00
Interest Payments - 2007A Series		283,640.00			283,640.00
Interest Payments - 2020 Series		376,130.00			376,130.00
Total Expenses	<u>\$1,339,261.24</u>	<u>\$1,169,770.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,509,031.24</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$27,006.54				\$27,006.54
Interest Income		\$27,357.32			27,357.32
Interest Income			\$2,575.34		2,575.34
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$27,006.54</u>	<u>\$27,357.32</u>	<u>\$2,575.34</u>	<u>\$0.00</u>	<u>\$56,939.20</u>
Change In Net Assets	\$593,626.34	(\$66,042.44)	\$19,098.71	\$0.00	\$546,682.61
Net Assets At Beginning Of Year	<u>\$678,524.23</u>	<u>\$1,014,156.07</u>	<u>\$97,415.20</u>	<u>\$0.00</u>	<u>\$1,790,095.50</u>
Net Assets At End Of Year	<u><u>\$1,272,150.57</u></u>	<u><u>\$948,113.63</u></u>	<u><u>\$116,513.91</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,336,778.11</u></u>



Parker Road CDD
Budget to Actual
For the Period End 7/31/26

	Year to Date			FY 2026 Adopted	Percentage
	Actual	Budget	Variance	Budget	Spent
<u>Revenues</u>					
Maintenance Assessments	\$ 1,895,080.67	\$ 1,574,959.74	\$ 320,120.93	\$ 1,889,951.69	100.27%
Other Income & Other Financing Sources	15.01	-	15.01	-	0.00%
Keys	860.36	600.83	259.53	721.00	119.33%
Rental	8,425.00	10,448.08	(2,023.08)	12,537.70	67.20%
Membership	1,500.00	1,750.00	(250.00)	2,100.00	71.43%
Net Revenues	\$ 1,905,881.04	\$ 1,587,758.66	\$ 318,122.38	\$ 1,905,310.39	100.03%
<u>General & Administrative Expenses</u>					
Supervisor Fees	\$ 5,400.00	\$ 3,000.00	\$ 2,400.00	\$ 3,600.00	150.00%
Trustee Services	8,206.98	6,916.67	1,290.31	8,300.00	98.88%
Public Official Insurance	3,444.00	3,045.83	398.17	3,655.00	94.23%
District Management	26,250.00	26,250.00	-	31,500.00	83.33%
Engineering	250.00	833.33	(583.33)	1,000.00	25.00%
Disclosure Agent	8,750.00	8,333.33	416.67	10,000.00	87.50%
Property Appraiser	75.00	62.50	12.50	75.00	100.00%
District Counsel	11,470.00	8,333.33	3,136.67	10,000.00	114.70%
Assessment Administration	12,500.00	10,416.67	2,083.33	12,500.00	100.00%
Reamortization	-	416.67	(416.67)	500.00	0.00%
Audit	5,600.00	4,666.67	933.33	5,600.00	100.00%
Arbitrage Calculation	600.00	1,000.00	(400.00)	1,200.00	50.00%
Tax Document Preparation Fee	71.57	70.00	1.57	84.00	85.20%
Legal Advertising	3,178.04	2,083.33	1,094.71	2,500.00	127.12%
Miscellaneous office (travel, phone, postage, etc)	3,113.01	1,666.67	1,446.34	2,000.00	155.65%
Bank Fees	2,763.89	3,333.33	(569.44)	4,000.00	69.10%
Storage	675.96	2,789.60	(2,113.64)	3,347.52	20.19%
Contingency- Incl Hurricane cleanup	79,694.46	146,666.67	(66,972.21)	176,000.00	45.28%
Web Site Maintenance	2,300.00	2,400.00	(100.00)	2,880.00	79.86%
Dues, Licenses, and Fees	644.34	395.83	248.51	475.00	135.65%
General Insurance	6,736.00	4,029.17	2,706.83	4,835.00	139.32%
Crime Insurance	500.00	416.67	83.33	500.00	100.00%
Reserve	67.98	195,833.33	(195,765.35)	235,000.00	0.03%
Total General & Administrative Expenses	\$ 182,291.23	\$ 432,959.60	\$ (250,668.37)	\$ 519,551.52	35.09%
<u>Field Expense</u>					
Field Management	\$ 13,783.50	\$ 13,905.00	\$ (121.50)	\$ 16,686.00	82.61%
Security	6,600.00	8,333.33	(1,733.33)	10,000.00	66.00%
Security System	10,634.70	10,000.00	634.70	12,000.00	88.62%
Electric - Street Lights/ private lighting	7,822.00	11,666.67	(3,844.67)	14,000.00	55.87%
Water Reclaimed	28,855.71	18,750.00	10,105.71	22,500.00	128.25%
Conservation Area Maintenance	17,842.00	22,400.00	(4,558.00)	26,880.00	66.38%
General Repair & Maintenance	23,810.38	25,750.00	(1,939.62)	30,900.00	77.06%
Irrigation Repairs	35,550.00	33,333.33	2,216.67	40,000.00	88.88%
Landscape Maintenance & Material	448,286.00	378,795.83	69,490.17	454,555.00	98.62%
Landscape Improvements	9,655.50	41,666.67	(32,011.17)	50,000.00	19.31%
Maintenance Person	59,158.17	58,827.00	331.17	70,592.40	83.80%
Mulch	-	37,500.00	(37,500.00)	45,000.00	0.00%
RPB Maintenance	-	50,000.00	(50,000.00)	60,000.00	0.00%



Parker Road CDD
Budget to Actual
For the Period End 7/31/26

	Year to Date			FY 2026 Adopted	Percentage
	Actual	Budget	Variance	Budget	Spent
Stormwater Reporting	-	1,666.67	(1,666.67)	2,000.00	0.00%
Pressure Clean Curbs and Walks	44,380.66	50,000.00	(5,619.34)	60,000.00	73.97%
Total Field Expenses	\$ 706,378.62	\$ 762,594.50	\$ (56,215.88)	\$ 915,113.40	77.19%
<u>Amenity Expenses</u>					
Lifestyle Programming	\$ 30,532.31	\$ 27,125.00	\$ 3,407.31	\$ 32,550.00	93.80%
Lifestyle Coordinator	51,910.59	52,043.75	(133.16)	62,452.50	83.12%
Amenity - Dumpster	3,815.30	2,166.67	1,648.63	2,600.00	146.74%
Amenity - Cable & Telephone	8,079.69	5,000.00	3,079.69	6,000.00	134.66%
Amenity - Insurance	33,010.00	30,469.17	2,540.83	36,563.00	90.28%
Amenity - Dues & License	25.00	104.17	(79.17)	125.00	20.00%
Amenity - Landscape Maintenance	75,000.00	43,968.33	31,031.67	52,762.00	142.15%
Amenity - Pool Maintenance	26,132.98	18,500.00	7,632.98	22,200.00	117.72%
Amenity - Pool Preventative Maintenance	4,623.66	10,000.00	(5,376.34)	12,000.00	38.53%
Amenity - Gates/ Control Access	3,085.23	4,583.33	(1,498.10)	5,500.00	56.10%
Amenity - Janitorial	2,091.93	4,583.33	(2,491.40)	5,500.00	38.04%
Amenity - Maintenance	30,642.37	20,833.33	9,809.04	25,000.00	122.57%
Amenity - Electric	27,686.00	29,166.67	(1,480.67)	35,000.00	79.10%
Amenity - Gas (Pool Heating)	14,820.26	25,000.00	(10,179.74)	30,000.00	49.40%
Amenity - Reclaimed Water	42,102.69	22,500.00	19,602.69	27,000.00	155.94%
Amenity - Manager	73,366.27	75,291.67	(1,925.40)	90,350.00	81.20%
Amenity - Mulch	7,750.00	9,666.67	(1,916.67)	11,600.00	66.81%
Lifestyle Capital	1,955.55	5,476.04	(3,520.49)	6,571.25	0.00%
Fitness Facility - Maintenance	3,705.71	10,000.00	(6,294.29)	12,000.00	30.88%
Tennis Courts/Basketball Court	5,758.92	4,166.67	1,592.25	5,000.00	115.18%
Employee Holiday Bonus	1,500.00	1,250.00	250.00	1,500.00	100.00%
Employee Recognition Luncheons (4x Annually)	502.93	500.00	2.93	600.00	83.82%
Utility Cart	-	416.67	(416.67)	500.00	0.00%
Amenity - Pest Control	2,494.00	2,520.00	(26.00)	3,024.00	82.47%
Total Amenity Expenses	\$ 450,591.39	\$ 405,331.46	\$ 45,259.93	\$ 486,397.75	92.64%
Total Expenses	\$ 1,339,261.24	\$ 1,600,885.56	\$ (261,624.32)	\$ 1,921,062.67	69.71%
<u>Other Income (Expense)</u>					
Interest Income	\$ 27,006.54	\$ 13,126.90	\$ 13,879.64	\$ 15,752.28	
Total Other Income (Expense)	\$ 27,006.54	\$ 13,126.90	\$ 13,879.64	\$ 15,752.28	
Net Income (Loss)	\$ 593,626.34	\$ -	\$ 593,626.34	\$ -	



PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT

Staff Reports

Parker Road Community Development District Amenity Manager's Report

Submitted by: Alisa McGowan
Board of Supervisors Meeting
August 21, 2026

Projects & Operational Updates

Reporting Period: July 24, 2026 – August 21, 2026

Pool Operations & Maintenance

Southern Escapes continues to coordinate pool maintenance and operational needs for the amenity center.

Scheduled

- **Pool Heater Cleaning**

- The annual pool heater cleaning is scheduled to be completed in August.

- **Surge Tank**

- The surge tank fiberglass refinishing project is currently being scheduled.

Ongoing

- **Backup Mushroom Motor**

- Southern Escapes continues working with suppliers to locate replacement bearings needed to rebuild the existing mushroom motor. Once rebuilt, the motor will be retained as a backup spare.

- **Stenner Pump Acid Injection System**

- The Board approved the Stenner pump acid injection system. Installation will be scheduled by Southern Escapes.

New Proposals Submitted

- **Black Algae Treatment**

- A proposal has been submitted for black algae treatment for Board consideration.
-

Landscaping

Completed

- **Pond Pine Straw Installation**

- The pond pine straw installation has been completed.

Bid Submitted

- **SW 24th Avenue Entrance Enhancement**

- A bid has been submitted for enhancements to the SW 24th Avenue entrance for Board consideration.
-

Storage Building Painting Project

- The Architectural Review Board (ARB) application has been approved.
 - The storage building painting project is expected to begin within the next few weeks.
-

Playground Shade Structure Comparison Bids

- Three comparison bids for a playground shade structure have been submitted for Board consideration.
-

Clubhouse

- A proposal, including three comparison bids, has been submitted to clean and refresh the clubhouse laminate flooring.

Oakmont Fitness Center Lighting

- Ten recessed can light fixtures in the fitness center need to be replaced.
 - Estimates have been submitted for Board review.
-

Community Pressure Washing

The following pressure washing has been completed:

- Section 1 sidewalks and curbs.

Upcoming:

- Pressure washing of the Amenity Center will be scheduled next.

This work continues to improve the appearance and cleanliness of the community's common areas.

Pickleball Courts

Board Consideration

Members of the pickleball community have requested that the Board consider one of the following options to extend court use beyond dusk:

- Install solar lighting at the pickleball courts.
- Allow pickleball players to use one tennis court after dusk.

Board direction is requested regarding whether either option should be evaluated further.

Security

Fortitude Security Proposal

A year-round security services proposal has been submitted by Fortitude Security for Board consideration.

- **Estimated Annual Contract Cost: \$53,504**

Staff is also awaiting proposals from additional security companies for comparison.

Fortitude Security is the District's current security provider and has been an asset to both the community and onsite staff. Since security coverage began, staff have observed several positive improvements, including:

- Reduced trespassing at the amenity center.
- Fewer incidents involving residents bringing excessive numbers of guests.
- A reduction in unruly behavior.
- Fewer underage patrons accessing the amenity center.
- Reduced stress and operational burden on onsite staff.

Staff recommends the Board consider year-round security services based on the positive impact Fortitude Security has had on amenity center operations, resident safety, and overall community security.

Development Update – Phase 6

- Steve Bovio provided an update on the Phase 6 development.
 - They are currently awaiting permits from GRU and Alachua County.
 - They anticipate relocating the gopher tortoises into the Reserve and beginning tree removal in mid- to late September.
 - Phase 6 will include a total of 142 new residential lots.
-

Summary

During this reporting period, several community projects advanced or were completed. The pond pine straw installation and Section 1 pressure washing have been completed, and pressure washing of the Amenity Center will be scheduled next. The storage building ARB application has been approved, and painting is expected to begin within the next few weeks. The annual pool

heater cleaning is scheduled to be completed in August, the surge tank refinishing project is being scheduled, and the Stenner pump for the acid injection system will be installed by Southern Escapes.

A bid has been submitted for enhancements to the SW 24th Avenue entrance, and proposals have been received for the playground shade structure. Clubhouse laminate floor cleaning and refresh, replacement of ten recessed can light fixtures in the fitness center, and black algae treatment for the pool. The Board is also asked to consider options for extending evening pickleball play and a year-round security contract. Additional security proposals are being requested to provide the Board with comparative pricing before a final decision is made.

Oakmont Lifestyle Report



August 21, 2026
Parker Road CDD Board of Supervisors Meeting



Submitted by Destyni Dawson

Events & Programming

August



Date	Event	Notes
8/8	*Line Dancing Workshop	10:00 am - 11:00 am Hosted by Smooth Flava Ages 12+
8/28	Family Movie Night	6:00 pm - 8:00 pm "The Sheep Detective"

*New Addition to Oakmont

Events & Programming

September



Date	Event	Notes
9/1	Healthy Cooking, Healthy Living	11:00 am - 12:30 pm Cooking demonstration with tasting
9/3	Coffee Klatch	10:00 am - 12:00 pm Coffee, Refreshments, and Conversation
9/5	Whipped Soap & Sugar Scrub Workshop	10:00 am - 12:00 pm AR Workshop
9/12	Fall Community Yard Sale	9:00 am - 12:00 pm Community-wide Yard Sale
9/15	Florida Friendly Landscaping Seminar	6:30 pm - 8:00 pm "Oakmont Swale Tree Presentation"
9/17	Little Tikes Fun With Friends	10:00 am - 11:30 am Story Time, Arts & Crafts Ages 2-5
9/25	Movie Matinee 18+	1:30 pm - 3:30 pm "TBD"
9/26	Watercolor Workshop	10:00 am - 12:00 pm AR Workshop

*New Addition to Oakmont

Rolling Bites



AUGUST - SEPTEMBER

Date	Vendor	Time & Location
8/8	Bradford's Hot Dogs	11:30 am - 2:30 pm Pool Side
8/25	Monsta Lobsta	5:00 pm - 8:00 pm Amenity Driveway
9/22	Monsta Lobsta	5:00 pm - 8:00 pm Amenity Driveway

*New Addition to Oakmont

Sports & Fitness



Event	Notes
Fitness Classes	10:00am Tuesdays -Empower 10:45am Wednesday - Aqua Fitness Residents schedule sessions directly with Fitness Instructor
Tennis Clinic	Residents schedule lessons directly with Tennis Coach
Swimming Classes	4:00 pm Tuesdays 4:00 pm Thursdays Residents schedule sessions directly with Swim Instructor

*New Addition to Oakmont

Resident Community Hosted Activities



Event	Notes
Game Day	Every Monday & Wednesday 1:00 pm-4:00 pm Residents play Mahjong & other fun games
Bible Study	Every Monday 7:00 pm
Game Night	Every Tuesday 6:00 pm - 8:00 pm
Book Club	Monthly Second Thursday of the month 7:30 pm - 8:30 pm
*Travel Club	Monthly One Thursday of the month 6:30 pm - 8:00 pm

*New Addition to Oakmont

Highlights & Happening



Oakmont Pool Party
July 18th , 2026



*New Addition to Oakmont

Highlights & Happening



Summer Arts & Crafts
July 23rd , 2026



*New Addition to Oakmont