

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA • OCTOBER 23, 2018

City Commission Chamber

Regular City Commission Meeting

7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION MEMBERS

Mayor
John Penny

District 1 - Commissioner
Arthur J. Byrnes

District 3 - Commissioner
John C. Danio

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Chris Via

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

- a. Roll Call
- b. Invocation
- c. Pledge of Allegiance

2. POSITIVITY AWARD**3. PRESENTATIONS**

- 1. City Government Day with Students
(Requested by Valerie Manning, City Clerk)
- 2. Head Start Awareness Month
(Requested by Valerie Manning, City Clerk)
- 3. Uniform Crime Report Update and Historical Look Back
(Requested by Steve Aldrich, Police)
- 4. FEMA Update by Finance Director John McKinney
(Requested by Joseph Forte, City Manager)

4. PUBLIC COMMENTS**5. APPROVAL OF MINUTES**

- 1. Minutes - October 9, 2018 -Workshop on Outdoor Displays Within the CRA and October 9, 2018 - Regular City Commission Meeting
(Requested by Valerie Manning, City Clerk)

6. CONSENT AGENDA - NONE

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

7. REGULAR AGENDA

- 1. Ordinance FIRST READING - Ordinance 3011 An Ordinance Amending Chapter 58, "Streets, Sidewalks and Certain Other Public Places," of the City Code of Ordinances by Adding a New Section Providing for Trespass Warnings Under Certain Circumstances for Public Property and Other Property Generally Open to the Public; Providing for Conflicts, Codification; Providing for Severability; Repealing All Ordinances or Parts of Ordinances in Conflict Herewith; and Providing an Effective Date.
(Requested by Steve Aldrich, Police)

2. Resolution Resolution 2018-R-69 A Resolution of the City Commission of the City of Holly Hill, Florida, Renaming a Portion of 15Th Street to "Whac a Mole Way"; Providing for Conflicting Resolutions; Providing for Severability; and Providing for an Effective Date.

(Requested by Brian Walker, City Planner)

3. Resolution Resolution 2018-R-70 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Accept and Approve Its Designated Portion of the Volusia County Integrated Floodplain Management Plan. Providing for Severability and Providing an Effective Date.

(Requested by Joseph Forte, City Manager)

4. RFQ 18-PW-01 - Professional Surveying Services

(Requested by John McKinney, Finance)

5. 2019 Aquatech B-10 Jet/Vacuum

(Requested by John McKinney, Finance)

6. Capital Lease - 2018 Aquatech B-10 Jet/Vac

(Requested by John McKinney, Finance)

8. PUBLIC HEARINGS

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

1. Ordinance SECOND READING - Ordinance 3010 An Ordinance of the City Commission of the City of Holly Hill, Florida, Adopted Pursuant to Florida Statute, Section 166.031, Incorporating into the City of Holly Hill Charter Amendments, a Referendum was Passed During the Municipal General Election Held on Tuesday, August 28, 2018, Repealing the Civil Service Act and Approving the 4-Year Staggered Terms for the Mayor and City Commissioners; Repealing All Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date.

(Requested by Joseph Forte, City Manager)

2. Variance Request - Commercial Drive (602) Side and Rear Setback

(Requested by Brian Walker, City Planner)

9. COMMUNICATIONS

- A. City Manager & Staff Comments
- B. City Attorney Comments
- C. City Commission Comments
- D. Mayor's Comments

10. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.



City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 2255)

Meeting: 10/23/18 07:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:
DOC ID: 2255

3.1

City Government Day with Students

On Wednesday, October 10, 2018 students from United Brethren in Christ (UBIC) Academy and HHK-8 middle school Civics class attended “City Government Day” with the elected officials and staff.

This presentation is in honor of recognizing the 36 students that came out to spend time with the officials and staff. The students conducted a mock City Commission meeting, Public Works brought over a Jet Rodder truck, dump truck and front-end loader/backhoe to demonstrate to the students how they operate, the Police Department gave a tour of Police Department and the Fire Department brought over ENGINE 96 to talk with the students and go over different equipment on the fire truck.



**BY THE MAYOR OF THE CITY OF HOLLY HILL, FLORIDA
RECOGNIZING THE HOLLY HILL K-8 7TH GRADE CIVICS CLASS
October 10, 2018**

The City of Holly Hill would like to thank each of the **7th Grade Civics Class** students who participated in “City Government Day”.

Michael Ferreira	Alexandra Smallwood	Za Nyhia Amos
Talia Green	Leilanikuuip Snowden	Ariel McCoy
Camelia Williams	Aiden Albright	Erika Beck
Jayden Oliver	Javon Harris	Lucas Rinehart
Glenis Bonilla	Bradly Conner	Anastasia Chuven
	Talon Slaughter	Finn Rich
	Leksi Clark	McKenzie Kolb

In Witness Whereof, I have hereunto set my hand and cause the Seal of the City of Holly Hill, Florida, to be affixed. Done at the City of Holly Hill, Florida, on Tuesday, October 23, 2018.



**BY THE MAYOR OF THE CITY OF HOLLY HILL, FLORIDA
RECOGNIZING UNITED BRETHREN IN CHRIST (UBIC) ACADEMY
October 10, 2018**

The City of Holly Hill would like to thank each of the **UBIC ACADEMY** students who participated in "City Government Day".

6th Grade

**Justus Lee
Aria McKeown
Ella Howard
Mackenzie Wharton
Tahlia Cueves**

7th Grade

**Mikenna Rogers
Antonio Le'Cates
Jeremiah Gartner
Gunnar Erics
Breona Falany
Ricky Weber
Keira Mignery**

8th Grade

**Rosa Santos
Kaycee Hunter
Amarie Shepard
Blake Harrell
Hannah McKeown**

In Witness Whereof, I have hereunto set my hand and cause the Seal of the City of Holly Hill, Florida, to be affixed. Done at the City of Holly Hill, Florida, on Tuesday, October 23, 2018.

John Penny, Mayor



City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 2257)

3.2

Meeting: 10/23/18 07:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:
DOC ID: 2257

Head Start Awareness Month



PROCLAMATION
BY THE MAYOR OF THE CITY OF HOLLY HILL, FLORIDA
DECLARING OCTOBER AS
HEAD START AWARENESS MONTH

WHEREAS, Head Start was created in 1965 as part of President Lyndon B. Johnson's War on Poverty to address the needs of America's poorest children and help them overcome disadvantages of being born into poverty; and

WHEREAS, Since then, the federally funded program has provided early childhood education and development services to more than 35 million children in all 50 states, the District of Columbia, Puerto Rico and all American territories; and

WHEREAS, Head Start promotes school readiness by enhancing the social, physical and cognitive development of children ages three to five, while Early Head Start provides child development and family support services to low-income infants, toddlers and pregnant women and their families; and

WHEREAS, Mid Florida Community Services Head Start and Early Head Start is an integral part of the organization having served more than 725 children in Volusia county last program year, and received special designation as a "Program of Excellence" in the country for providing comprehensive services to children and families; and

WHEREAS, The commitment of staff, community partners and parents has created a quality program that truly provides young children with a "head start" in life; and

Now, Therefore, I, John Penny, Mayor of the City of Holly Hill, Florida and on behalf of the City Commission, do hereby proclaim October as:

HEAD START AWARENESS MONTH

BE IT FURTHER PROCLAIMED, the Mayor and City Commissioners encourage all parents of preschool age children to participate in literacy activities, such as reading a book with your child, attending a play with your child, and going to the library with your child during the month of October and spread the word about your local Head Start and Early Head Start center.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 23rd day of October, 2018.

City of Holly Hill, Florida

 John Penny, Mayor



City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 2256)

3.3

Meeting: 10/23/18 07:00 PM

Department: Police

Category: Presentation

Prepared By: Steve Aldrich

Initiator: Steve Aldrich

Sponsors:

DOC ID: 2256

Uniform Crime Report Update and Historical Look Back

DISCUSSION:

The Holly Hill Police Department will present a historical review of the city's Uniform Crime Report (UCR) statistics for the past six years. This review will highlight the city's decrease in Part 1 crimes, which directly relate to a increase in safety to our citizens and guests. The Holly Hill Police Department's continually review the data captured in the UCR report ensures that our efforts to reduce crime remain focused.



A Closer Look at Crime

Holly Hill Police Department

October 23, 2018

Deputy Chief Jeffrey Miller



History of the Uniform Crime Report

- The Uniform Crime Report (UCR) was based on a collaborative effort in the 1920's by the International Association Chiefs of Police and the Social Science Research Council.
- Created in an attempt to universally record crime throughout the country. First report was conducted in 1930. Data was collected from approximately 400 cities in 43 states.



History of the Uniform Crime Report

- The Uniform Crime Report (UCR) is a collection of data from our agency that categorizes criminal incidents into Part 1 and Part 2 crimes based upon severity.
- This data is then translated and compiled into a report, and submitted to the FDLE semi-annually. In addition, the FBI uses the data to produce an annual assessment of criminal activity.



History of the Uniform Crime Report

- Homicide
- Forcible Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Larceny
- Motor Vehicle Theft



Part I Total Crimes 6 Year Average

Part I Crimes	2012	2013	2014	2015	2016	2017		6-Year Average
Total	696	703	673	786	769	632		709.83
Murder*	1	0	1	1	0	0		0.5
Rape*	3	7	9	13	3	6		6.83
Robbery*	12	25	21	14	8	7		14.5
Agg Assault*	45	45	44	31	60	19		40.6
Burglary**	133	162	119	113	113	84		120.66
Larceny**	433	433	432	551	538	475		477
Motor Veh Theft**	69	51	47	63	47	165		73.6
Percent Change	-23.10%	1%	-4.30%	16.80%	-2.20%	-17.80%		

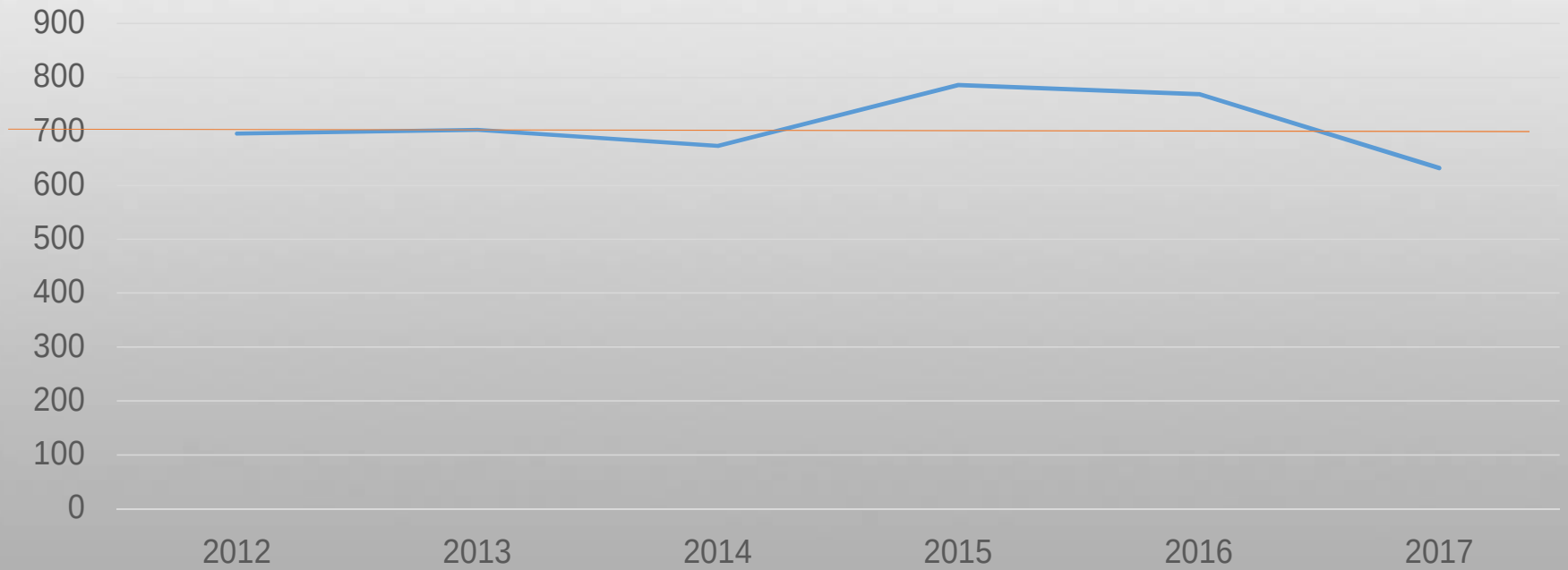
* = Violent Crime

** = Property Crime

Data collected from the FDLE website. Percentages were rounded automatically by Excel.



Part 1 Total Crimes 6 Year Average



Attachment: A Closer Look at Crime (2256 : Uniform Crime Report - Update)



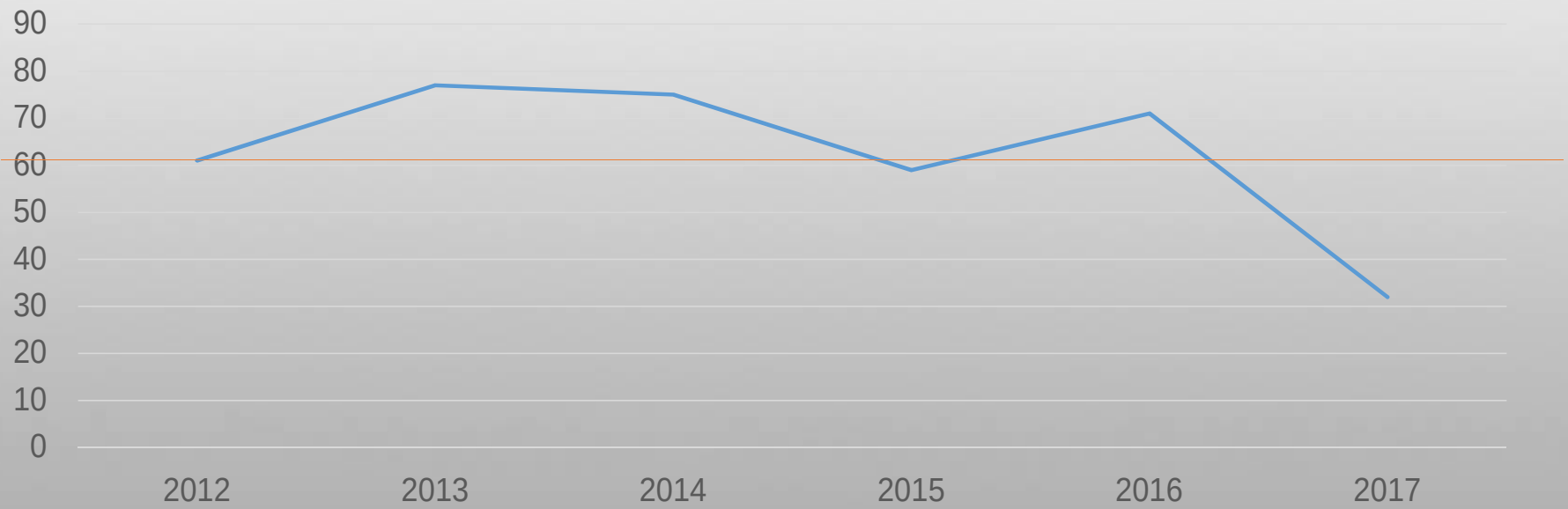
Part I Violent Crimes 6 Year Average

Year	2012	2013	2014	2015	2016	2017		
Total Violent Crime*	61	77	75	59	71	32		62.5
Percent Change	-40.20%	26.20%	-2.60%	-21.30%	20.30%	-54.90%		

Data collected from the FDLE website. Percentages were rounded automatically by Excel.



Part I Violent Crimes 6 Year Average





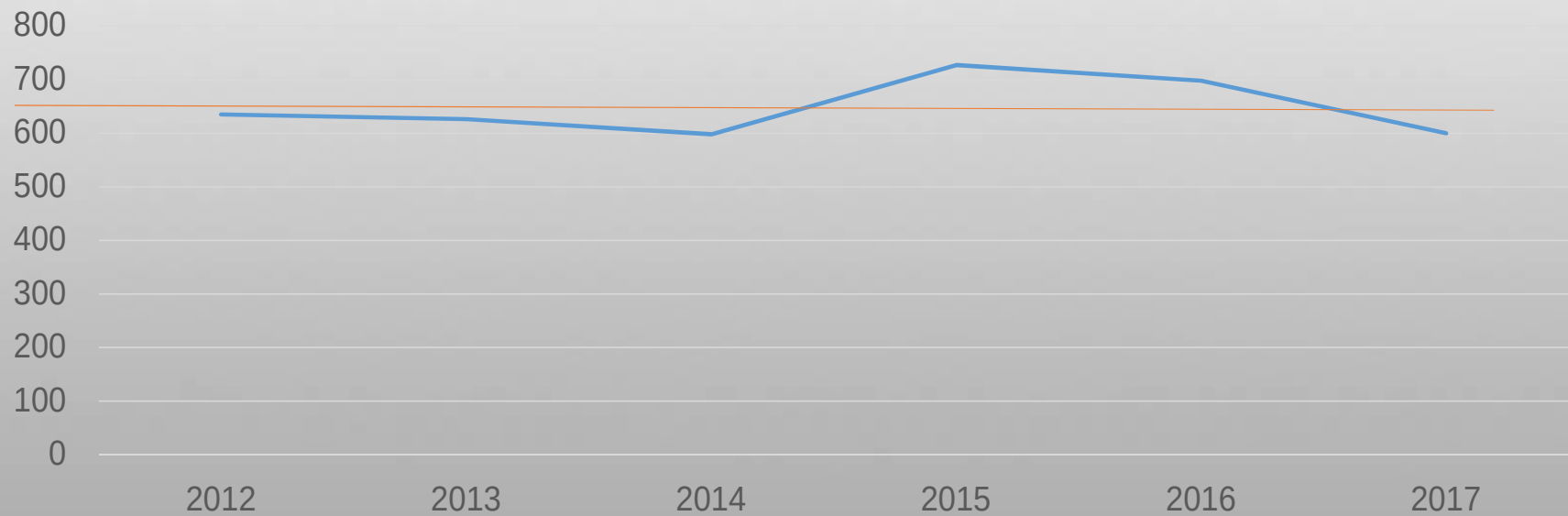
Part 1 Property Crimes 6 Year Average

Year	2012	2013	2014	2015	2016	2017		
Total Property Crime**	635	626	598	727	698	600		647.33
Percent Change	-20.90%	-1.40%	-4.50%	21.60%	-4.00%	-14.00%		

Data collected from the FDLE website. Percentages were rounded automatically by Excel.



Part 1 Property Crimes 6 Year Average





City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 2260)

3.4

Meeting: 10/23/18 07:00 PM

Department: City Manager

Category: Presentation

Prepared By: Joseph A. Forte

Initiator: Joseph A. Forte

Sponsors:

DOC ID: 2260

FEMA Update by Finance Director John McKinney

This will be a verbal report on the status of FEMA and State reimbursements with regard to Hurricane Matthew and Hurricane Irma.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

5.1

MEETING DATE: October 23, 2018
FROM: Valerie Manning
SUBJECT: Minutes - October 9, 2018 -Workshop on Outdoor Displays Within
the CRA and October 9, 2018 - Regular City Commission
Meeting
NUMBER: (ID # 2237)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the October 9, 2018 workshop on Outdoor Displays within the CRA and October 9, 2018, regular City Commission meeting.

STAFF RECOMMENDATION:

Approve both sets of minutes.

MOTION:

Approve as submitted by staff.

- Minutes - October 9, 2018 - Regular City Commission meeting (PDF)
- Minutes - October 9, 2018 - Workshop on Outdoor Displays within the CRA (PDF)



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • OCTOBER 9, 2018

City Commission Chamber

Regular City Commission Meeting

7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

a. Roll Call

Attendee Name	Title	Status	Arrived
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Chris Via	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

b. Invocation

Commissioner Via led the invocation.

c. Pledge of Allegiance

Mayor Penny asked if they could have a moment of silence in memory of Senator Dorothy Hukill who passed away last Tuesday.

Mayor Penny led the Pledge of Allegiance to the Flag.

2. POSITIVITY AWARD - NONE

3. PRESENTATION

1.

Holly Hill Police Department Unmanned Aerial System Program

(Requested by Steve Aldrich, Police)



4. PUBLIC COMMENTS

Rentha Flowers, President of the Holly Hill Historic Preservation Society, Inc. informed everyone that the Historic Tour of Homes will be Saturday, November 17, 2018 from 11:00 AM to 3:00 PM. She will be getting the flyer over to City Hall and will send out to everyone.

5. APPROVAL OF MINUTES

Attachment: Minutes - October 9, 2018 - Regular City Commission meeting (2237 : Minutes)

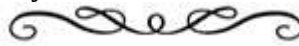
1.

Minutes - September 10, 2018 Regular City Commission and First Reading of Budget Meeting and September 25, 2018 Regular City Commission and Second Reading of Budget Meeting and September 25, 2018 Workshop - Outdoor Displays Within the CRA

(Requested by Valerie Manning, City Clerk)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John C. Danio, District 3 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 9th day of October, 2018, in Holly Hill



6. **CONSENT AGENDA - ITEMS (1 - 3)**

Mayor Penny asked if there was any member of the Commission or from the audience that would like to discuss any item on the Consent Agenda or if any member of the Commission would like to pull an item.

Mr. Forte stated he would like to pull Resolution 2018-R-66, the purchasing of the Outdoor Fitness Court from National Fitness Campaign for further discussion.

There was a motion and second for the remaining part of the Consent Agenda items.

1. Resolution

Resolution 2018-R-66 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the Purchase of an Outdoor Fitness Court from the National Fitness Campaign; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

Mr. Forte stated in the description in the agenda item, staff put in there that the city was putting this out for bid and a separate part of the bidding process was to put these safety tiles down and what staff is going to do now is going to be a pouring place, concrete item with a safety pad that's put out over the entire thing and not tile. So, it's all going to be incorporated into one bid for the pouring place, the safety padding and the installation of the equipment all at one time. It's a little bit different than what the financial analysis says in the agenda item.

Commissioner Danio asked, the end result is the same?

Mayor Penny stated he thought it was single source.

Mr. Forte stated the equipment is single source, the installation is bid and separate from the installation and where the pad tiles versus the pour in place...

Commissioner Danio stated Joe, the end result is the same?

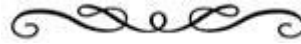
Mr. Forte stated, yes. Just the process of getting it is a little different.

Mayor Penny opened public participation. No one spoke.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

RESOLUTION

Enacted and approved this 9th day of October, 2018, in Holly Hill



2. Resolution

Resolution 2018-R-67 A Resolution of the City of Holly Hill, Florida, Ratifying the Eastern Volusia Regional Water Authority 2018-2019 Budget and Providing an Effective Date.

(Requested by Valerie Manning, City Clerk)

No public participation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Via, District 4 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

RESOLUTION

Enacted and approved this 9th day of October, 2018, in Holly Hill



3. Resolution

Resolution 2018-R-68 A Resolution of the City of Holly Hill Recognizing Florida City Government Week, October 22-28, 2018, and Encouraging All Citizens to Support the Celebration and Corresponding Activities.

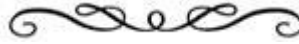
(Requested by Valerie Manning, City Clerk)

No public participation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Via, District 4 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

RESOLUTION

Enacted and approved this 9th day of October, 2018, in Holly Hill



7. REGULAR AGENDA

1. Ordinance

FIRST READING - Ordinance 3010 An Ordinance of the City Commission of the City of Holly Hill, Florida, Adopted Pursuant to Florida Statute, Section 166.031, Incorporating into the City of Holly Hill Charter Amendments, a Referendum was Passed During the Municipal General Election Held on Tuesday, August 28, 2018, Repealing the Civil Service Act and Approving the 4-Year Staggered Terms for the Mayor and City Commissioners; Repealing All Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date.

(Requested by Joseph Forte, City Manager)

Mr. Forte stated one thing they have to talk about tonight, this repeals the Civil Service Act out of the Charter, it also puts in the 4 year term and the 2 year term for the 2020 election. There are some blanks in the body of the Ordinance that the Commissioners need to insert which Commission seats will be 2 year terms and which seats will be 4 year terms in the 2020 election. His initial conversation with some of the Commission was maybe the newer seats that will be taking office in November 2018, which will be seats 1 and 4 (Districts 1 and 4) would run for 4 year terms and then someone said to him, "What about seniority? Why don't the people who have been here longer get the 4 year terms and the newer people get the 2 year terms?" Mr. Forte stated there's really no rhyme or reason to this. It's really the opinion of this Commission on how they want to select which seats (Districts) go forward and then at the end of their brief discussion and you can't come to a reasonable decision, you can draw names out of a hat. Before they move forward, they have to insert seats (Districts) into this Ordinance.

Mayor Penny stated he thinks, the Mayor, definitely should have the 4 year term so that only leaves two Commissioners.

Commissioner Byrnes stated seats 1 and 3; it's pretty easy.

Mayor Penny stated seats 1 and 3 used to run historically together.

Commissioner Byrnes stated, right.

Mayor Penny stated then seats 2 and 4.

Mr. Forte stated it's up to the Commission.

*Commissioner Byrnes made a motion to **APPROVE THE MAYOR, DISTRICTS 1 AND 3 FOR 4 YEAR TERMS IN THE 2020 ELECTION and APPROVING ORDINANCE 3010 FOR FIRST READING AND INSERTING THE DISTRICTS WITHIN THE***

ORDINANCE, seconded by Commissioner Via.

Mr. Forte stated Districts 1 and 3 will run with the Mayor for 4 year terms and then Districts 2 and 4 would be the 2 year term and then they would go to 4 year after. So once the Commission does that and insert that information into the Ordinance and they will approve the Ordinance for first reading.

Commissioner Danio stated so everyone runs in two years.

Mr. Forte stated, yes.

Attorney Simpson stated they would be approving the Ordinance for first reading with seats 1 and 3 with the Mayor will run for 4 year terms in 2020 and then seats 2 and 4 will run for 2 year terms in 2020.

Mayor Penny opened public participation. No one spoke.

PASSED, 5-0.

RESULT:	APPROVED AT 1ST READING [UNANIMOUS] Next: 10/23/2018 7:00 PM
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny



2.

BD Beneficial Developers Agreement - Amendment to Waive the Right to Termination

(Requested by Joseph Forte, City Manager)

Mr. Forte read the discussion section in the agenda packet for this item. "On November 15, 2017 the City entered into an agreement with BD Beneficial Development for the purchase of land located at 1200 Center Avenue for the development of workforce housing. Under the Section 7-Termination of Contract, the seller may terminate if the purchaser does not receive an "FHFC Award" on or before February 1, 2019. However, because of the protest initiated by Pat Law, if that goes to litigation, or even if settlement of that protest takes some time to occur, it is possible the Board will not take up these RFA's for preliminary award at its January 2019 meeting, as currently scheduled. Then conceivably seller could terminate. Anyone challenging an eventual award could use this as a delay tact to effect site control of the property and whether the seller has initiated the termination of the contract. The developer has requested that the termination date not be any earlier than the date the RFA says your contract has to go through (April 30, 2019). After consulting with the City Attorney and the staff feels it is in the best interest of the City and the project to waive the right to termination for 2019 and 2020. The next option to terminate would be February 1, 2021. Additionally, BD Beneficial could assign the agreement to a related entity controlled by BD Beneficial without the City's consent. Although the principals of BD Beneficial and Vistas at Fountainhead is the same person, Beneficial may not technically control Vistas. Therefore, consent of the assignment is required. The agreement would provide the City consent to the assignment of the agreement from beneficial to Vistas pursuant to the terms and conditions of the agreement." Mr. Forte stated what they are trying to do is allow for BD Beneficial to make application for the Florida Housing Finance Tax Credits for the next two years

without the city exercising its right to terminate by that February 1, 2021 date.

Attorney Simpson stated and also, as Mr. Forte mentioned, they are also approving the assignment of the contract as he indicated with Beneficial.

Ken Bowron (?) with BD Beneficial Communities, 1990 Main Street, Sarasota, FL, stated as Mr. Forte was saying, in the contract it had a termination date of February 1, 2021 and what we are worried about is that we have to have a contract up until a certain date. If the city can terminate that contract, we would be worried that our competition can say that's not a valid contract because the seller can get out of that contract before that date. So, we needed to push...we were hoping to get that pushed back to make sure we have a valid contract because if we are in a chance to win, we don't want to get kicked out. Florida is kind of a shark's tank, he guesses you would say when it comes to these types of developments, where other developers can look at your...

Mayor Penny stated Kenny, would you tell people what your development is?

Mr. Bowron stated development of Vistas at Fountainhead. It's an 88 unit workforce housing development that will be off of Center Avenue right next to Fountainhead/Synergy Billing development. Rents are going to be anywhere between 30-80% of the area medium income. With that, he thinks with Volusia County looking at somewhere, roughly, he thinks, \$17,000 up to... close to \$40,000. So, it's true workforce housing.

Mayor Penny opened public participation.

The following individual spoke to the Mayor and City Commission:

Jim Legary, 342 Burleigh Avenue, Holly Hill, stated this precludes getting any bids or offers or anything from any other entity for this property?

Mr. Forte stated when the city entered into the agreement with Synergy Billing for the Fountainhead project, part of that was in the Planned Unit Development (PUD), in the Incentives Agreement, was for them to apply for a workforce housing on that site and for them to contract with BD Beneficial for the purchase and the application for that workforce housing for the tax credits.

Mr. Legary stated so if they don't get the State grants, they don't have to do anything?

Mr. Forte stated this is a program where only certain developers that deal with Florida Housing Finance Corp Tax Credits have the ability to obtain those credits to then build workforce housing which is then leased or rented to people in a certain income bracket. There's only a given number of developers that do that. In the past, for example, Charleston Place on Nova Road, is an example of those types of housing projects. In the past, the city has had other developers in this field come to the city and identify other parcels of land that they would like to apply this to. What they are looking for are either matching dollars from the city and/or the County to move forward. In this particular case, BD Beneficial is a workforce housing developer interested in building on this property and has a business relationship with both the city now and the Fountainhead Development project.

Mr. Legary stated if they don't get...

Mr. Forte stated if they don't get the tax credits, they will not build.

Mayor Penny stated they will not build.

Mr. Legary stated so the city is holding this for 3 years for them?

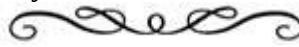
Mr. Forte stated the Commission, at the time they approved the agreement, allowed for a five year period for them to apply for the tax credits. Keeping in mind, the agreement that the city has with Synergy Billing and Fountainhead and Holly Hill is a time period for themselves to buy future parcels out there under certain conditions within certain time

frames.

Mayor Penny closed public participation.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	Chris Via, District 4 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 9th day of October, 2018, in Holly Hill



3.

Phase Two of the Enterprise Resource Planning (ERP) City Wide Upgrade

(Requested by John McKinney, Finance)

Mayor Penny opened public participation. No one spoke.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Via, District 4 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 9th day of October, 2018, in Holly Hill



4.

RFQ 18-PW-03 – Professional Design Sunrise Pier

(Requested by John McKinney, Finance)

Mr. Forte stated this item is for the engineering services for the design of the piers at Sunrise Park North and South. The city went out to bid and received three bids; one of the bids came back non responsive. The city had two qualified responsive bidders. One was Sea Diversified and the other one was Dredging and Marine Consultants. It went through the evaluation committee process, staff reviewed the two proposals and they ranked Sea Diversified as their number one engineering firm and Dredging and Marine Consultants as the number two. Staff's recommendation is to move forward with Sea Diversified and authorize staff to go ahead and begin negotiations with them for the design of the piers at both north and south sides of Sunrise Park. Once the Commission makes a decision on this, he then needs to have the Commission make a decision on whether or not the city is going to move forward with doing the design for Sunrise Park South pier and whether or not they are going to proceed with replacing that pier or removing that pier.

Mayor Penny asked so that will be a second motion after they...

Mr. Forte stated well, he thinks they should talk about what they want to do first and then they can make a motion and the motion for the award of the bid will set the direction to

do the design for one pier or for two piers.

Discussion amongst the Commissioners before making a motion so they can give staff some direction and then the Mayor will open it up for discussion by the public.

Mayor Penny stated, it's his opinion, correct him if he's wrong Mr. Forte, but Beth Lemke was successful in the additional funding to proceed with the redevelopment of Sunrise Park South.

Mr. Forte stated, yes. The city received that award in late September 2018. Steve Juengst from Public Works is actually working on the Notice to Proceed and confirming the prices with the contractors that submitted for that some months ago.

Mayor Penny stated it appears that the parks may tend to have two different functions, where the Sunrise Park South is going to become more intense boater traffic and possibly airplane traffic and last time he launched his boat there, that pier kind of gets in the way. They only have one boat launch now. If they have two boat launches and much more traffic, that fishing pier is going to be in the way. The park to the north seems to be more of a passive park, where they can go out and watch the Manatees and dolphins and fish because you're actually out in deeper water, where you might actually catch a fish. My position would be let's don't waste the money on the pier to the south.

Commissioner Via stated he would like to add to that because as serving as the Commission to the Halifax Seaplane Base, they had talked about the south pier in particular. At a recent meeting they had, two of the biggest manufacturers in the light sport aircraft seaplane business from Super Petrel and Seamax and they both said that they wouldn't even want to come here unless that pier is gone because it creates a hazard for them. That's one thing. Commissioner Via told them that he would express that to the Commission. He thinks if the Commission is going to be serious about that, they have to take that into consideration. Additionally, he spoke to Mr. Forte about it, this is much more complex but they mentioned that they would like to see floating docks out there where they could dock their aircraft at, potentially. But as far as he understands it, there's a lot more that goes into having to do that, the cost is extremely less expensive than a pier. His last point, he would say is, from talking with Mr. Forte, as all of the other Commissioners have, the city's FEMA money, if the city were to go forward with putting up this pier, the city is going to have to be willing to put up a million dollars of the city's own money for 4 years.

Mayor Penny stated that's what FEMA tells them. That means it's going to be eight years.

Commissioner Via stated, right. He doesn't necessarily want to put the city into debt to be able to fund that, which is probably what they will have to talk about doing with the other pier anyways. He would be very much in favor of canceling the south pier; demolishing it.

Commissioner Danio stated, he agrees. They don't have to spend the money on the south pier.

Commissioner Currie stated she has to agree because the Sunrise North has the pier that goes much farther out to the channel but also, along the same lines, she knows she's mentioned this to Mr. Forte, she really wants to see and she guesses it's a little more complexed than what was originally thought with the walkway along Riverside Drive that goes over the canal, that's got to be taken care of soon. Sooner rather than later. She thinks that is also something that they need to have a discussion on. She knows that's not

part of this item but to her that's still the same area and some of the same problem but she is in agreement with getting rid of the south pier.

Commissioner Byrnes stated he is in agreement with the south pier but he has problems with the other parts of this. Mr. Forte, can you read the two bidders again?

Mr. Forte stated Sea Diversified and Dredging and Marine Consultants.

Commissioner Byrnes stated because Dredging and Marine Consultants has done a lot of things with the city in the past and he thought that they were a very adequate vendor and he's not sure how someone from out of town got a job that...if the city is trying to support local businesses whether they are in the County or in the city, he doesn't like the fact that this fairly significant issue is going to a company that's outside the boundaries of the County.

Mayor Penny stated he thinks Attorney Simpson would tell them that they have to be very careful from varying from the process.

Commissioner Byrnes stated he understands but he can still have his concerns.

Mr. Forte stated what they have is the CCNA bidding and when they do a CCNA bidding if you limit it to your local vendors then there's no purpose of doing the bidding. But under CCNA the Consultants Competitive Negotiation Act, which the consultants themselves lobby for, this is part of the process. Mr. Forte stated he will tell the Commissioners that both vendors are well qualified vendors. He can tell them that Dredging and Marine Consultants have done work in the city and Sea Diversified have also done work in the city. They built the 2nd Street pier. There's no mechanism to give credit or points to a local vendor under the CCNA contract. It's based on the presentation that they send in when they submit their bids and it goes to an independent group that evaluates face value what they present, whether it's a prettier picture or the information that's in there. The independent committee evaluates that. They rank them. They move it forward. What he can tell the Commissioners...and they can't look at the grading because they're only off by one point and that doesn't matter because all that the evaluation committee is doing is "ranking" them and as long as they rank one higher or lower than the other, that's how they are graded. It's not a point system that's important. It's a "ranking" system that's important. In this particular case, two of the evaluators ranked Sea Diversified number 1 and one of the evaluators ranked Dredging and Marine Consultants number 1. So, for that reason, in the point system, Sea Diversified was ranked as the number 1 firm and recommended to the City Commission to move forward with negotiations.

Commissioner Byrnes stated a recommendation. Is it a recommendation that the Commission has to agree with?

Attorney Simpson stated no but it's a recommendation that the Commission needs to have a valid reason for not going with it.

Commissioner Byrnes stated, okay. He has a valid reason in his own mind he thinks a local company serves the city better.

Mayor Penny asked but is that a legally valid reason?

Attorney Simpson stated in the review criteria.

Mayor Penny stated there has to be a legally valid reason, not his opinion.

Commissioner Byrnes stated it's his vote.

Commissioner Via stated he wanted to disclose that he spoke to Mr. Patel, the owner of DMV just about the bidding process but as far as he understands it, Commissioner

Byrnes, is that the Commission either decides to throw out all the bids and go to a process so if the Commission finds...

Mayor Penny stated they did that with the surveyors.

Commissioner Via stated, correct. It's the same and he explained it to Mr. Patel and he, actually, really did understand. He understands that you win some, you lose some and on this one, he just didn't come out on top.

Commissioner Byrnes stated he hadn't talked to him.

Commissioner Via stated he had to put that on record just in case. It's not a quasi-judicial hearing but he may have to disclose that.

Mr. Forte stated the other thing is, Steve and John just came up and reminded him that under...because this is a FEMA project, local preference "cannot" be applied in this case.

Commissioner Byrnes stated, okay.

Mayor Penny opened public participation. No one spoke.

*Commissioner Currie made a motion to **APPROVE THE RFQ 18-PW-03, PROFESSIONAL DESIGN FOR THE SUNRISE PARK NORTH PIER**, seconded by Commissioner Danio.*

PASSED, 5-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 9th day of October, 2018, in Holly Hill



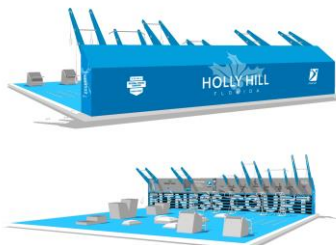
8. PUBLIC HEARINGS - NONE

9. COMMUNICATIONS

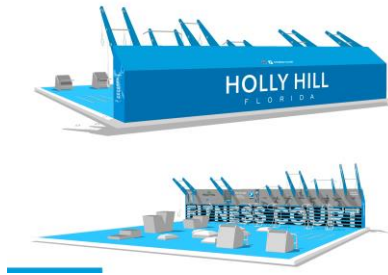
A. City Manager & Staff Comments

Mr. Forte showed the Mayor and Commissioners the following two pictures of the Outdoor Fitness Court and asked if they could choose which one they liked. **There was consensus to go with Design #1, with the new city logo.**

Design #1



Design #2



B. City Attorney Comments
None.

C. City Commission Comments

Commissioner Byrnes asked what the student's name was. He responded, Elijah. In the small amount of time Elijah's been here, he's seen a lot of government in action. They may disagree but it's over when the meetings over. Very interesting meeting and enjoyed hearing from everyone.

Commissioner Currie stated it was very nice to meet Elijah and hopes that he gets his merit badge and welcome back any time. She wanted to say to Commissioner Byrnes, it's been...the next meeting is going to be short so she wanted to take the opportunity tonight to tell him it's been a pleasure to work with him for the past couple of years.

Mayor Penny reminded them that there's one more meeting.

Commissioner Currie stated that's right. Never mind. She will save her comments for then. Reminded everyone that Government Day is tomorrow with the students from UBIC Academy and HHK-8 Civics Class, thirty-seven kids and State Representative Patrick Henry will be doing a Legislative Roundtable at Sica Hall around 11:00 AM to 12:00 PM but will stop in to visit with the students before he gets started with his meeting.

Commissioner Via commended the Public Works Department for cleaning up the graffiti that was on his street recently. Commissioner Via brought up Rentha Flowers, President of the HH Historic Society/Museum and she invited them to the upcoming Historic Tour of Homes that will take place on Saturday, November 17, 2018 from 11:00 AM to 3:00 PM.

D. Mayor's Comments

Mayor Penny stated there is a Boy Scout in the front row tonight attending the meeting. Mayor Penny stated he thinks they had a good workshop and meeting and they try their best.

10. ADJOURNMENT

The meeting adjourned at approximately 8:25 PM.



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • OCTOBER 9, 2018

City Commission Chamber

Work Session

5:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

a. Roll Call

Attendee Name	Title	Status	Arrived
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Chris Via	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

2. OUTDOOR DISPLAYS WITHIN THE CRA

1.

Outdoor Displays Within the CRA

(Requested by Valerie Manning, City Clerk)

Brian Walker, City Planner gave a brief overview of the Outdoor Displays within the CRA for the workshop. Larry Bartlett, Volusia County Property Appraiser was present to show a brief PowerPoint presentation to the Mayor and City Commissioners. The following was shared with them: real property parcels, just value, city taxable value, commercial buildings and residential buildings; US HWY1 / Ridgewood Avenue, commercial property comparisons, Holly Hill top five property classifications and values, Holly Hill sale trends 2014-2018, city taxable values are increasing (referring to chart), encouraged voters to vote on Amendment 1 to increase the assessed value eligible for homestead exemption.

Mayor Penny opened public participation and informed the audience that he was going to allow two minutes for them to comment. He will call them up according to the sign-in sheet that was provided at the beginning of the workshop.

The following individuals spoke **FOR** the proposed Ordinance:

1. Robin Hanger
2. Tony Cassata
3. Tim Hopson
4. John Ferguson
5. Lynne Smith
6. Mark Madden

The follow individuals spoke **AGAINST** the proposed Ordinance:

1. Sholden Nash
2. Heidi Heller
3. Laura Garner
4. Joshua S. (?)
5. David Hein
6. Karen Van Dusen
7. Robert Nash
8. Jim Legary
9. Art Cappuccio
10. Jay Love

Mayor Penny closed public participation.

At this time there was discussion amongst the Mayor, City Commissioners, Attorney Simpson, Mr. Forte and staff. During this time of discussion Commissioner Danio had showed some pictures to the Mayor and City Commission on what he thought could be a way to regulate to set Holly Hill apart from other cities. As it pertains to the proposed Ordinance, there was consensus to add the following to Section 2. of the Ordinance (highlighted in red and they were okay with the remaining parts of the Ordinance as submitted by staff.

SECTION 2. That Sec. 114-707. - “Outdoor display of merchandise” is amended as follows: Outdoor display of merchandise in the Redevelopment District overlay ~~{shall be allowed}~~ **will be permitted** provided the following conditions are met:

- ~~The goods and merchandise is intended for use outdoors (such as lawn equipment, patio furniture, grills, etc.).~~
- A. **The goods and merchandise permitted for outdoor display are: motorized vehicles, trailers, boats, new lawn & garden equipment (not to include supplies or materials such as bags of fertilizer, rocks, etc.), new furniture specifically made and intended for outdoor use, new barbeque grills, plants and landscape related hardscape such as fountains.**
- B. **No outdoor display shall be allowed in areas set aside, required, or designated for driving aisles, driveways, maneuvering areas, emergency access ways, off-street parking, or unloading/loading.**
- C. **With the exception of areas used for sale of motorized vehicles, trailers and boats, the area used for outdoor sales and display of merchandise visible to the public, shall not exceed ten (10%) percent of the gross floor area of the corresponding commercial building.**
- D. **With the exception of motorized vehicles, trailers, boats, plants and landscaping related hardscape, merchandise not enclosed within a solid fence shall not exceed a maximum height of six (6' 0") feet.**
- E. **All city fire, building and other codes shall be strictly complied with.**
- F. **The display goods and merchandise is not permitted on a sidewalk or any portion of a public right-of-way.**
- G. **The display of merchandise must be neat and orderly as determined by the City Manager or their designee.**

- H. The merchandise is displayed in an area designated for outdoor display that does not impede visibility or access to and within the site.
- I. The merchandise is only displayed during hours of operation.
- J. Outside display and sale of merchandise for approved vendors at temporary special events shall be permitted as a function of the temporary event permit **or in accordance with Section 114-902.**

The display of outdoor merchandise within the Redevelopment District Overlay that does not meet the requirements of this section and that exist at the time of the passage of this section, may be continued for a period of six months from the date of the adoption of this section. At the expiration of the six month period, any further display of outdoor merchandise not in conformity with the provisions of this section shall be discontinued.

This special exception is a limitation on the outside display, storage or sale of goods, merchandise or services as permitted by section 114-901.

Mr. Forte mentioned that he would work with staff to draft this into an Ordinance to bring it forward for first reading and if there's any tweaking they can do it at the first reading before second reading. He is hoping to have the first reading in October. In November there will be a new Commission at that time. They can do November and December.

Mayor Penny was okay with the progress. They will decide which meeting to have the first hearing come forward. Mayor Penny asked if the City Clerk could read into the record Mr. Mike Myer's letter that he emailed earlier today.

Dear Mayor Penny, Commission and Workshop Attendees,

Please accept my apology for not being in attendance. My wife, Ann and I are on a long planned trip. I certainly would like to be at this workshop to hear and have input on this important issue.

For those who don't know, my business is on U. S. No.1 near 3rd Street. We bought the building a little more than 13 years ago at the urging of our longtime friend and adjoining property owner, the late commissioner John Capers. When we moved in, Sam's Dyno-Power, an outstanding vehicle repair shop, was our neighbor to the south. John's shop, Caper's Muscle Cars was our northerly neighbor. Things looked rosy.

Well, shortly thereafter Sam sold out, the economy went to heck in a hand basket and John closed his business. The great plans for the large vacant property across the street failed and instead of an improving, moving forward, vital U.S. No. 1 commerce district, we were stuck with a blighted, hooker and druggie infested corridor.

I give all this history because I want to make it clear that Myer Land Surveying, Inc. and Michael Myer, resident have a great interest in improving our City's main corridor.

The original ordinance that came before the Board of Planning and Appeals seemed short sighted to me and the majority of the Board. We all agreed the corridor desperately needs improvement and the current rules seem insufficient. I wholeheartedly endorse this workshop to help find a way to accomplish that task.

In my opinion outdoor displays of clothing piled on a table is not a proper outdoor display. All of the assorted and sundry items outside a pawn shop are not a proper display. The assorted items in front of the dollar store are not an appealing sight in the

main corridor of any city. Equally, boarded fronts, purple, pink and chartreuse colored structures and mannequins are not putting our best foot forward. Overgrown landscape, 3 foot tall weeds and generally under maintained properties are not presenting our City in the best light. The question is, what do we do about it?

I know many of the merchants will argue that the outdoor displays are their best and sole means of attracting customers. I suggest a tasteful, attractive commercial corridor will attract customers, too. To accomplish this I have a few ideas, some or all may be pipe dreams or totally outlandish, but here goes:

An unspoken problem along U. S. No. 1 is parking. There is very little. Can this be addressed? What can the City do to help with this? Can we have Nova Road re-designated as U. S. No. 1? Then we could make Ridgewood Avenue a downtown street with parking.

Next, what about a corridor color scheme? No outlandish colors only a small palette of colors allowed.

Thirdly, no boarded up windows allowed, with the exception of hurricane preparedness.

Fourth, a very specific list and limit on outdoor display. And if the displayed items don't fit inside the store with fire code compliant aisle sizes then the products cannot be moved outside to make more room.

Fifth, I suggest a Board or a Committee with quasi-judicial authority to approve or deny displays and color schemes. There could be a normal appeal system for those who disagree with the Corridor Board's decisions.

Sixth and finally, violators should be subject to cease operation notices rather than fines to come into compliance much like builders that fail inspections.

Our code enforcement and building and fire inspection systems are in good shape. We have conscientious folks in these positions. I would encourage their supervisors to remind them that violators are not the enemy and that it is important to the citizens and the City government that they maintain a pleasant attitude when dealing with the public. Violators are the public. We all know the local newspaper is only too happy to publically air what they perceive is our City's dirty laundry. Let's strive hard to not give them any ammunition.

Again, I am sorry I can't be at this meeting. I am confident it is in good hands.

Best regards and God bless you all,

Mike Myer

PS:

I almost forgot about signs. Monument signs are nice but because of parking issues throughout the corridor I think we must allow pedestal signs. I also believe we need relief on the setback requirements. Often the setback on a sign will block a driveway or remove a very valuable parking space.

Mike Myer



3. ADJOURNMENT

The workshop adjourned at approximately 7:10 PM.



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Ordinance

7.1

MEETING DATE: October 23, 2018
FROM: Steve Aldrich
SUBJECT: **FIRST READING - Ordinance 3011 An Ordinance Amending Chapter 58, "Streets, Sidewalks and Certain Other Public Places," of the City Code of Ordinances by Adding a New Section Providing for Trespass Warnings Under Certain Circumstances for Public Property and Other Property Generally Open to the Public; Providing for Conflicts, Codification; Providing for Severability; Repealing All Ordinances or Parts of Ordinances in Conflict Herewith; and Providing an Effective Date.**
NUMBER: (ID # 2224)
APPLICANT:
PLANNER:

DISCUSSION:

The proposed ordinance provides for the City Manager and the Holly Hill Police Officers to issue a trespass warning to any individual who violates any city ordinance, rule or regulation, or state law while on or within a city facility, building, or outdoor area, including municipal parks, but excluding public right-of-way. The trespass warning may not exceed one year. The trespass warning is limited to the specific property where the violation occurred. Any person found on or within a city facility, building, or outdoor area in violation of a trespass warning may be arrested for trespass. The city manager may authorize a person subject to a trespass warning, to access such public facility for the purpose of First Amendment expression if there is no other reasonable location, or to conduct necessary municipal business. Such authorization must be in writing, and shall specify the duration of the authorization and any conditions therefore, and shall not be unreasonably denied.

The ordinance additionally provides for an appeals process that shall be heard by a Special Magistrate appointed by the City Commission. The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

The proposed ordinance is modeled after trespass warning regulations adopted by the city of St. Petersburg (section 20-30, St. Petersburg City Code). The St. Petersburg trespass warning regulations were upheld by the Eleventh Circuit Court of Appeals in *Wright v. City of St. Petersburg, Fla.*, 833 F.3d 1291 (11th Cir. 2016). In that case, the Trespass warning was challenged on First Amendment and Due Process (vagueness) grounds. The Court held that the regulations were not a restriction on access to a traditional public forum for expressive activity in violation of the First Amendment, and that the plaintiff failed to show that he received the trespass warning as a pretext to suppress his speech.

FISCAL**ANALYSIS:**

N/A

STAFF**RECOMMENDATION:**

Approve the first reading of Ordinance 3011, Trespass warning on public property and other property generally open to the public.

COMMISSION**GOAL:**

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water, and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE FIRST READING OF ORDINANCE 3011, AMENDING CHAPTER 58, "STREETS, SIDEWALKS AND CERTAIN OTHER PUBLIC PLACES," OF THE CITY CODE OF ORDINANCES BY ADDING A NEW SECTION PROVIDING FOR TRESPASS WARNINGS UNDER CERTAIN CIRCUMSTANCES FOR PUBLIC PROPERTY AND OTHER PROPERTY GENERALLY OPEN TO THE PUBLIC; PROVIDING FOR CONFLICTS, CODIFICATION; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

- Daytona Beach proposed Trespass warning ordinance (PDF)
- Volusia County proposed Trespass warning ordinance (PDF)
- Sarasota trespass ordinance sec. 21-46 (PDF)
- St. Petersburg trespass ordinance sec. 20-30 (PDF)
- AN ORDINANCE AMENDING CHAPTER 58 (09-26-2018) (PDF)

Ordinance No. (ID # 2224)

FIRST READING - ORDINANCE 3011 AN ORDINANCE AMENDING CHAPTER 58, "STREETS, SIDEWALKS AND CERTAIN OTHER PUBLIC PLACES," OF THE CITY CODE OF ORDINANCES BY ADDING A NEW SECTION PROVIDING FOR TRESPASS WARNINGS UNDER CERTAIN CIRCUMSTANCES FOR PUBLIC PROPERTY AND OTHER PROPERTY GENERALLY OPEN TO THE PUBLIC; PROVIDING FOR CONFLICTS, CODIFICATION; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE 3011

AN ORDINANCE AMENDING CHAPTER 58, "STREETS, SIDEWALKS AND CERTAIN OTHER PUBLIC PLACES," OF THE CITY CODE OF ORDINANCES BY ADDING A NEW SECTION PROVIDING FOR TRESPASS WARNINGS UNDER CERTAIN CIRCUMSTANCES FOR PUBLIC PROPERTY AND OTHER PROPERTY GENERALLY OPEN TO THE PUBLIC; PROVIDING FOR CONFLICTS, CODIFICATION; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission finds that it is necessary for the preservation and enhancement of the public health, safety and welfare and in the best interest of the city and its citizens to amend Chapter 58 of the Code of Ordinances in accordance with the provisions of this ordinance.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The Code of Ordinances is amended by adding the following section to Chapter 58, Article V, Division I:

Sec. 58-134. - Trespass warnings on public property and other property generally open to the public.

(a) The City Manager and officers of the Holly Hill Police Department are authorized to

issue a trespass warning to any individual who violates any city ordinance rule or regulation or state law, which violation was committed while on or within a city facility, building, or outdoor area, including municipal parks, but excluding public right-of-way. The trespass warning shall be limited to the specific property where the violation occurred.

(b) For the purpose of this section "right-of-way" shall only include those sidewalks, which are adjacent to a paved street, if the street-side edge of the sidewalk is within 20 feet of the curb line.

(c) Trespass warnings shall be issued as follows:

(1) For the first violation, the individual may be issued a trespass warning for a period not to exceed one year.

(2) For a second or subsequent violation, the individual maybe issued a trespass warning for a period not to exceed one year.

(d) A copy of the trespass warning shall be provided by mail or hand delivery to the individual given the warning. The written trespass warning shall advise of the right to appeal and the location at which to file the appeal.

(e) Any person found on or within any city facility, building, or outdoor area, including municipal parks, in violation of a trespass warning may be arrested for trespassing, except as otherwise provided in this section.

(f) The City Manager may authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary municipal business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.

(g) This section shall not be construed to limit the authority of any city employee or official to issue a trespass warning to any person for any lawful reason for any city property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the city employee or official.

(h) This section shall not be construed to limit the authority of officers of the Holly Hill Police Department to cite or arrest individuals for violating any section of the Holly Hill Code of Ordinances or Florida Statutes.

(i) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal as follows:

(1) An appeal of the trespass warning must be filed, in writing, within ten (10) days of the issuance of the warning, and shall include the appellant's name, address, and phone number, if any. No fee shall be charged for filing the appeal.

(2) The appeal shall be filed at the location specified in the trespass warning.

(3) A Special Magistrate with whom the city contracts to provide this service shall hear appeals.

(4) Within five (5) days following the filing of the appeal, the City Clerk shall schedule a hearing. Notice of the hearing shall be provided to the appellant in the following ways:

(a) By posting the notice at the Holly Hill City Hall, and

(b) By mail if an address has been provided. In the event of non-delivery, then the notice posted at the Holly Hill City Hall shall be sufficient.

(5) The Special Magistrate shall hold the hearing as normally scheduled monthly. In no event shall the hearing be held sooner than seven (7) days following the filing of the appeal and no later than forty-five (45) days from the filing of the appeal.

(6) Copies of documents in the city's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.

(7) The appellant and the city shall have the right to attend with an attorney, the right to testify, to call witnesses, to cross-examine witnesses, and to present evidence. The appellant shall have the right to bring a court reporter, at his or her own expense.

(8) The Special Magistrate shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.

(9) The city shall bear the burden of proof by clear and convincing evidence that the trespass warning was properly issued pursuant to the criteria of this section.

(10) If the appellant fails to attend a scheduled hearing, the Special Magistrate shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.

(11) Within five (5) days of the hearing the Special Magistrate shall issue a written decision on the appeal, which shall be mailed, to the appellant at the address provided. If no address is provided, a copy of the decision shall be posted at the Holly Hill City Hall.

(12) The decision of the Special Magistrate shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision may be subject to judicial review in the manner provided by law to the appellant. The city may not appeal any decision of the Special Magistrate.

(13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

SECTION 2. If any provision of this Ordinance shall be held or deemed to be or

shall, in fact, be illegal, inoperative or unenforceable in any context, the same shall not affect any other provision herein or render any other provision (or such provision in any other context) invalid, inoperative or unenforceable to any extent whatsoever.

SECTION 3. This Ordinance shall be codified as a part of the Code of Ordinances of The City of Holly Hill, Florida, such provisions may be renumbered or re-lettered to accomplish such intention and the word "ordinance" or similar words may be changed to "Section", "Article", or other appropriate word. The City Clerk is granted liberal authority to codify the provisions of this Ordinance as contemplated herein.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5. This Ordinance shall take effect immediately upon its adoption.

**APPROVE AND AUTHENTICATED on the 23rd day of OCTOBER, 2018,
for first reading.**



**OFFICE OF THE
CITY ATTORNEY
THE CITY OF DAYTONA BEACH**

301 South Ridgewood Avenue, Suite 220,
Daytona Beach, FL 32114
Mailing address: P.O. Box 2451, Daytona Beach, FL 32115
Telephone: (386) 671-8040 Facsimile: (386) 671-8049

ROBERT F. JAGGER, City Attorney
BENJAMIN S. GROSS, Deputy City Attorney, Board Certified in City, County & Local Government Law
ANTHONY E. JACKSON, Assistant City Attorney, Police Legal Advisor
GARY GLASSMAN, Assistant City Attorney
CARLY MEEK, Assistant City Attorney
ROBERT ABRAHAM, Assistant City Attorney

MEMORANDUM

TO: The City Commission
FROM: Robert Jagger, City Attorney *RJ*
DATE: July 24, 2018
RE: Amending Chapter 86 – Adding a New Code Section for Issuance of Trespass Warnings.

Pursuant to the City Commission's direction at the Commission meeting of July 18, 2018, this agenda item is to amend Chapter 86 of the Code of Ordinances, to add a code section entitled "Trespass warnings on public property and other property generally open to the public".

The proposed ordinance provides for the City Manager and Daytona Beach Police Officers to issue a trespass warning to any individual who violates any city ordinance, rule or regulation, or state law while on or within a city facility, building, or outdoor area, including municipal parks, but excluding public right-of-way. The trespass warning may not exceed one year for a first violation. A second violation or subsequent violations will result in the individual being issued a trespass warning for a period not to exceed two years. The trespass warning is limited to the specific property where the violation occurred. Any person found on or within a city facility, building, or outdoor area in violation of a trespass warning may be arrested for trespass. The City Manager may authorize a person subject to a trespass warning, to access such public facility for purposes of First Amendment expression if there is no other reasonable alternative location, or to conduct necessary municipal business. Such authorization must be in writing, and shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.

The ordinance additionally provides for an appeals process that shall be heard by a Special Magistrate appointed by the City Commission. The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

The proposed ordinance is modeled after trespass warning regulations adopted by the City of St. Petersburg (Section 20-30, St. Petersburg City Code). The St. Petersburg trespass warning regulations were upheld by the Eleventh Circuit Court of Appeals in *Wright v. City of St. Petersburg, Fla.*, 833 F.3d 1291 (11th Cir. 2016). In that case, the trespass warning was challenged on First Amendment and Due Process (vagueness) grounds. The Court held that the regulations were not a restriction on access to a traditional public forum for expressive activity in violation of the First Amendment, and that the plaintiff failed to show that he received the trespass warning as a pretext to suppress his speech.

cc: City Manager
City Clerk

ORDINANCE NO. 18-278

AN ORDINANCE AMENDING CHAPTER 86, "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES," OF THE CITY CODE OF ORDINANCES BY ADDING A NEW SECTION PROVIDING FOR TRESPASS WARNINGS UNDER CERTAIN CIRCUMSTANCES FOR PUBLIC PROPERTY AND OTHER PROPERTY GENERALLY OPEN TO THE PUBLIC; PROVIDING FOR CONFLICTS, CODIFICATION AND SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission finds that it is necessary for the preservation and enhancement of the public health, safety and welfare and in the best interest of the city and its citizens to amend Chapter 86 of the Code of Ordinances in accordance with the provisions of this ordinance;

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF DAYTONA BEACH, FLORIDA:

SECTION 1. The Code of Ordinances is amended by adding the following section to Chapter 86, Article II, Division I:

Sec. 86-43. - Trespass warnings on public property and other property generally open to the public.

- (a) The City Manager and officers of the Daytona Beach Police Department are authorized to issue a trespass warning to any individual who violates any city ordinance, rule or regulation, or state law, which violation was committed while on or within a city facility, building, or outdoor area, including municipal parks, but excluding public right-of-way. The trespass warning shall be limited to the specific property where the violation occurred.
- (b) For the purpose of this section, "right-of-way" shall only include those sidewalks which are adjacent to a paved street, provided that the street-side edge of the sidewalk is within 20 feet of the curb line.
- (c) Trespass warnings shall be issued as follows:

- (1) For the first violation, the individual may be issued a trespass warning for a period not to exceed one year.
- (2) For a second or subsequent violation, the individual may be issued a trespass warning for a period not to exceed two years.
- (d) A copy of the trespass warning shall be provided by mail or hand delivery to the individual given the warning. The written trespass warning shall advise of the right to appeal and the location at which to file the appeal.
- (e) Any person found on or within any city facility, building, or outdoor area, including municipal parks, in violation of a trespass warning may be arrested for trespassing, except as otherwise provided in this section.
- (f) The City Manager may authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary municipal business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.
- (g) This section shall not be construed to limit the authority of any city employee or official to issue a trespass warning to any person for any lawful reason for any city property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the city employee or official.
- (h) This section shall not be construed to limit the authority of officers of the Daytona Beach Police Department to cite or arrest individuals for violating any section of the Daytona Beach Code of Ordinances or the Florida Statutes.
- (i) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal as follows:
 - (1) An appeal of the trespass warning must be filed, in writing, within ten (10) days of the issuance of the warning, and shall include the appellant's name, address, and phone number, if any. No fee shall be charged for filing the appeal.
 - (2) The appeal shall be filed at the location specified in the trespass warning.
 - (3) Appeals shall be heard by a Special Magistrate with whom the city contracts to provide this service.

- (4) Within five (5) days following the filing of the appeal, the Special Magistrate shall schedule a hearing. Notice of the hearing shall be provided to the appellant in the following ways:
 - (a) By posting the notice at the Daytona Beach City Hall, and
 - (b) By mail if an address has been provided. In the event of non-delivery, then the notice posted at the Daytona Beach City Hall shall be sufficient.
- (5) The Special Magistrate shall hold the hearing as soon as possible. In no event shall the hearing be held sooner than seven (7) days following the filing of the appeal and no later than thirty (30) days from the filing of the appeal.
- (6) Copies of documents in the city's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.
- (7) The appellant and the city shall have the right to attend with an attorney, the right to testify, to call witnesses, to cross-examine witnesses and to present evidence. The appellant shall have the right to bring a court reporter, at his or her own expense.
- (8) The Special Magistrate shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.
- (9) The city shall bear the burden of proof by clear and convincing evidence that the trespass warning was properly issued pursuant to the criteria of this section.
- (10) If the appellant fails to attend a scheduled hearing, the Special Magistrate shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.
- (11) Within five (5) days of the hearing, the Special Magistrate shall issue a written decision on the appeal which shall be mailed to the appellant at the address provided. If no address is provided, a copy of the decision shall be posted at the Daytona Beach City Hall.
- (12) The decision of the Special Magistrate shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision

may be subject to judicial review in the manner provided by law by the appellant. The city may not appeal any decision of the Special Magistrate.

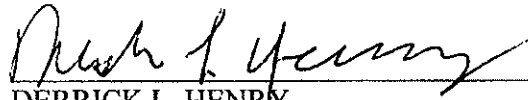
- (13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

SECTION 2. If any provision of this Ordinance shall be held or deemed to be or shall, in fact, be illegal, inoperative or unenforceable in any context, the same shall not affect any other provision herein or render any other provision (or such provision in any other context) invalid, inoperative or unenforceable to any extent whatsoever.

SECTION 3. This Ordinance shall be codified as a part of the Code of Ordinances of The City of Daytona Beach, Florida, such provisions may be renumbered or re-lettered to accomplish such intention, and the word "ordinance" or similar words may be changed to "Section", "Article", or other appropriate word. The City Clerk is granted liberal authority to codify the provisions of this Ordinance as contemplated herein.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

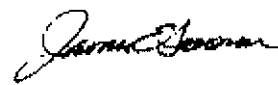
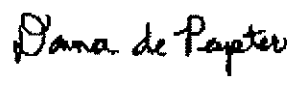
SECTION 5. This Ordinance shall take effect immediately upon its adoption.


DERRICK L. HENRY
Mayor

ATTEST:


LETITIA LAMAGNA
City Clerk

Passed: August 1, 2018
Adopted: August 15, 2018

Date: 09/18/2018		AGENDA ITEM				Item: 12	
☒ Ordinance		☐ Resolution		☐ Budget Resolution		☐ Other	
County Goals							
☐	Thriving Communities	☐	Economic & Financial Vitality	☐	Excellence In Government	☒	NA
Department: Legal Department							
Division: Legal							
Subject: Draft county trespass warning ordinance.							
Daniel D. Eckert Director Legal Department  Department Approval		Legal Jamie E. Seaman Deputy County Attorney  Approved as to Form and Legality		County Manager's Office Donna de Peyster Deputy County Manager 			
Division Approval							
Council Action:							
Modification:							
Account Number(s): NA							
Total Item Budget: NA							
Staff Contact(s):				Phone:		Ext.	
Russ Brown				386 736 5950		12947	
Jamie Seaman				386 736 5950		12951	
Summary/Highlights: Attached is a draft county trespass warning ordinance that would authorize the county manager and law enforcement officers to issue a trespass warning to any individual who violates any county ordinance, rule or regulation, or state law, committed on or within any county maintained or owned public properties, buildings, county parks, and including the beach and approaches, as defined in the county charter sec. 205.6. A person receiving a first violation could be issued a warning for a period not to exceed one year; a second offense could be issued for a period not to exceed two years. The draft ordinance sets up a process for a person issued a trespass warning to appeal the warning, the rights and procedures of an appeal hearing, and that an appeal would be heard by a special magistrate contracted by the county. Staff requests council direction for the proposed ordinance and direction to authorize staff to advertise the ordinance for public hearing.							
Recommended Motion: Direction.							

ORDINANCE 2018-XX

AN ORDINANCE OF THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE COUNTY OF VOLUSIA, CHAPTER 78, OFFENSES AND MISCELLANEOUS PROVISIONS, BY ADDING SECTION IV TRESPASS WARNINGS ON PUBLIC PROPERTY; PROVIDING FOR INCLUSION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, AS FOLLOWS:

(Words in ~~strike-through~~ type are deletions; words in underscore type are additions.)

SECTION I: That Section 78, of the Code of Ordinances, County of Volusia is amended by adding Section 78-4, Trespass Warnings on Public Property, as follows:

SECTION 78-4 – Trespass warnings on public property

(a) The county manager and law enforcement officers are authorized to issue a trespass warning to any individual who violates any county ordinance, rule or regulation, or state law, which violation was committed on or within any county maintained or owned public properties, buildings, county parks, and including the beach and approaches, as defined in the county charter sec. 205.6.

(b) Trespass warnings shall be issued as follows:

(1) A person receiving a first violation may be issued a trespass warning for a period not to exceed one year.

(2) A person receiving subsequent violations may be issued a trespass warning for a period not to exceed two years.

1 (c) A copy of the trespass warning shall be provided by mail or hand delivered to
2 the person receiving the trespass warning. The written trespass warning shall advise of
3 the right to appeal and the location at which to file the appeal. The trespass warning
4 shall identify the property by common name or address. A beach trespass warning
5 shall identify the location as that area of the beach 1,000 feet north and south from the
6 nearest upland address.

7 (d) Any person found on or within any county maintained or owned public
8 property, building, and county parks, including the beach and approaches as defined in
9 the county charter sec. 205.6, in violation of a trespass warning may be arrested for
10 trespassing, except as otherwise provided in this section.

11 (e) The county manager may authorize an individual who has received a
12 trespass warning to enter the property or premises to exercise his or her First
13 Amendment rights if there is no other reasonable alternative location to exercise such
14 rights or to conduct necessary county business. Such authorization must be in writing,
15 shall specify the duration of the authorization and any conditions thereof, and shall not
16 be unreasonably denied.

17 (f) This section shall not be construed to limit the authority of any county
18 employee or official to issue a trespass warning to any person for any lawful reason for
19 any county owned or maintained property, including rights-of-way when closed to
20 general vehicular or pedestrian use, when necessary or appropriate in the sole
21 discretion of the county employee or official. The term rights-of-way is as defined in
22 Sec. 72-2 of the county's code of ordinances.

23 (g) This section shall not be construed to limit the authority of law enforcement
24 officers to cite or arrest individuals for violating any section of the County of Volusia,
25 Code of Ordinances, or the Florida Statutes.

26 (h) Appeal of trespass warning. A person to whom a trespass warning is issued
27 under this section shall have the right to appeal as follows:

- 28
29 (1) An appeal of the trespass warning must be filed, in writing, within ten
30 (10) days of the issuance of the warning, and shall include the appellant's

1 name, address, and phone number, if any. No fee shall be charged for
2 filing the appeal.

3
4 (2) The appeal shall be filed at the location specified in the trespass
5 warning.

6
7 (3) The county shall contract with a special magistrate to hear all trespass
8 appeals.

9
10 (4) Within five (5) days following the filing of the appeal, the special
11 magistrate shall schedule a hearing. Notice of the hearing will be provided
12 to the appellant by:

13
14 (a) posting the notice at the Thomas C. Kelley Administration
15 Center (hereinafter "Administration Center") located at 123 W.
16 Indiana Ave., DeLand, Florida 32720, and

17
18 (b) mailing a copy of the notice if an address is provided. In the
19 event of non-delivery, the notice posted at the Administration
20 Center shall suffice.

21
22 (5) The special magistrate shall hold the hearing as soon as possible. In
23 no event shall the hearing be held sooner than seven (7) days following
24 the filing of the appeal and no later than thirty (30) days from the filing of
25 the appeal.

26
27 (6) Copies of documents in the county's control which are intended to be
28 used at the hearing, and which directly relate to the issuance of the
29 trespass warning to the appellant, shall be made available upon request to
30 the appellant at no cost.
31

1 (7) The appellant and the county shall have the right to attend with an
2 attorney, the right to testify, to call witnesses, to cross-examine witnesses,
3 and to present evidence. Any attorney appearing on behalf of the
4 appellant shall file a Notice of Appearance with the office of the county
5 attorney at least three days prior to the hearing. The appellant shall have
6 the right to bring a court reporter, at his or her own expense.

7
8 (8) The special magistrate shall consider the testimony, reports, or other
9 documentary evidence, and any other evidence presented at the hearing.
10 Formal rules of evidence shall not apply, but fundamental due process
11 shall govern the proceedings.

12
13 (9) The county shall bear the burden of proof by clear and convincing
14 evidence that the trespass warning was issued pursuant to the criteria of
15 this section.

16
17 (10) If the appellant fails to attend a scheduled hearing, the special
18 magistrate shall review the evidence presented and determine if the
19 trespass warning was properly issued pursuant to the criteria of this
20 section.

21
22 (11) Within five (5) days of the hearing, the special magistrate shall issue
23 a written decision on the appeal which shall be mailed to the appellant at
24 the address provided. If no address is provided, a copy of the decision
25 shall be posted at the Administration Center.

26
27 (12) The decision of the special magistrate shall be final and appellant
28 shall be deemed to have exhausted all administrative remedies. Such
29 decision may be subject to judicial review in the manner provided by law
30 by the appellant. The county may not appeal the decision of the special
31 magistrate.

(13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

SECTION II: Authorizing Inclusion in Code. The provisions of this ordinance shall be included and incorporated into the Code of Ordinances of the County of Volusia, as additions or amendments thereto, and shall be appropriately numbered to conform to the uniform numbering system of the Code.

SECTION III: Severability. Should any word, phrase, sentence, subsection or section be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then that word, phrase, sentence, subsection or section so held shall be severed from this ordinance and all other words, phrases, sentences, subsections, or sections shall remain in full force and effect.

SECTION IV: Conflicting Ordinances. All ordinances, or part thereof, in conflict herewith are, to the extent of such conflict, repealed.

SECTION V: Effective Date. This ordinance shall take effect upon filing of a certified copy by e-mail with the Department of State.

ADOPTED BY THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, IN OPEN MEETING DULY ASSEMBLED IN THE COUNTY COUNCIL CHAMBERS AT THE THOMAS C. KELLY ADMINISTRATION CENTER, 123 WEST INDIANA AVENUE, DELAND, FLORIDA, THIS __ DAY OF _____ A.D., 2018.

COUNTY COUNCIL

ATTEST:

COUNTY OF VOLUSIA, FLORIDA

George Recktenwald, Interim County Manager

Ed Kelley, County Chair

Sec. 21-46. - Trespass warnings on public property and other property generally open to the public.

- (a) Officers of the Sarasota Police Department are authorized to issue a trespass warning to any individual who violates any city ordinance, rule or regulation, or state law which violation was committed while on or within any city facility, building, or outdoor area that is open to the general public, including municipal parks and including public sidewalks adjacent to municipal parks where there is also a public sidewalk on the opposite side of the street (but excluding other public rights-of-way). The trespass warning shall be limited to the specific property where the violation occurred.
- (b) Officers of the Sarasota Police Department are authorized to issue a trespass warning to any individual who violates any city ordinance or state law or who violates any applicable ordinance, rule or regulation of another governmental entity which violation was committed while on or within any public property not owned by the city when written authorization to do so has been obtained from a duly authorized representative of the governmental entity owning such public property.
- (c) Officers of the Sarasota Police Department are authorized to issue a trespass warning to any individual who violates any city ordinance or state law which violation was committed while on private property subject to a public access easement when written authorization to do so has been obtained from the owner of the private property subject to the public access easement. For purposes of this section 21-46, the term public access easement shall mean an easement in favor of the City of Sarasota granting general public access to private property or limited public access to patrons and invitees of a particular business establishment or establishments.
- (d) Trespass warnings shall be in writing and issued for a period not to exceed one (1) year.
- (e) A copy of the trespass warning shall be provided by mail or hand delivery to the individual given the warning. The written trespass warning shall advise of the right to appeal and the location at which to file the form to initiate the appeal.
- (f) Any person found on or within any city facility, building, or outdoor area, including municipal parks, in violation of a trespass warning issued in accordance with this section may be arrested for trespassing, except as otherwise provided in this section.
- (g) Any person found on or within any public property belonging to another governmental agency other than the city or found on or within any private property subject to a public access easement, in violation of a trespass warning issued in accordance with this section may be arrested for trespassing.
- (h) The city manager, or his/her designee, may upon request, authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary municipal business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.
- (i) This section shall not be construed to limit the authority of any city employee or official to issue a trespass warning to any person for any lawful reason for any city property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the city employee or official.
- (j) This section shall not be construed to limit the authority of officers of the Sarasota Police Department to arrest or cite individuals for violating any section of the Sarasota City Code or the Florida Statutes.
- (k) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal the issuance of the trespass warning as follows:
 - (1) An appeal of the trespass warning must be filed, in writing, within ten (10) days of the issuance of the warning, and shall include the appellant's name, address and phone number, if any. No fee shall be charged for filing the appeal.
 - (2) Appeals shall be heard by a special magistrate with whom the city contracts to provide this service.

- (3) Within seven (7) days following the filing of the appeal, the special magistrate shall schedule a hearing. Notice of the hearing shall be provided to the appellant in one (1) of three (3) ways:
 - a. By providing the appellant a copy of the notice of hearing in person at the time he or she files the appeal. This shall be the preferred method of notice. When it is not possible to provide notice in this manner, the appellant shall be informed that notice of the hearing will be provided in accordance with either paragraph b. or c. below.
 - b. By leaving or posting the notice at the front desk of the Sarasota Police Department or on the bulletin board at city hall; or
 - c. By telephone if a telephone number has been provided.
- (4) The special magistrate shall hold the hearing as soon as possible. In no event shall the hearing be held later than forty (40) days from the filing of the appeal.
- (5) Copies of documents in the city's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.
- (6) The appellant shall have the right to attend with an attorney, the right to testify, and to call witnesses and present evidence. The appellant shall have the right to bring a court reporter, at his or her own expense.
- (8) The special magistrate shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.
- (9) The city shall bear the burden of proof by clear and convincing evidence that the trespass warning was properly issued pursuant to the criteria of this section.
- (10) If the appellant fails to attend a scheduled hearing, the special magistrate shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.
- (11) Within five (5) days of the hearing, the special magistrate shall issue a written decision on the appeal which shall be mailed to the appellant at the address provided.
- (12) The decision of the special magistrate shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision may be subject to judicial review in the manner provided by law.
- (13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

(Ord. No. 12-5008, § 1, 7-16-12; Ord. No. 13-5037, § 1, 1-22-13)

Sec. 20-30. - Trespass warnings; authorization to issue trespass warning for public property.

- (a) The City employees or officials, or their designees, having control over a City facility, building, or outdoor area, including municipal parks, are authorized to issue a trespass warning to any individual who violates any City ordinance, rule or regulation, or State law or lawful directive of a City employee or official which violation was committed while on or within a City facility, building, or outdoor area, including municipal parks, (but excluding rights-of-way), for the specific property where the violation occurred.
- (b) When no other City employee or official having control over a City facility, building, or outdoor area, including municipal parks, is present, a Police Officer is authorized to issue a trespass warning to any individual who violates any City ordinance or State law which was committed while on or within a City facility, building, or outdoor area, including municipal parks, (but excluding rights-of-way), for the specific property where the violation occurred.
- (c) For the purpose of this section, right-of-way shall include those sidewalks which are closest to a paved street, provided that the street side edge of the sidewalk is within 20 feet of the curbline closest to the property.
- (d) Trespass warnings shall be issued as follows:
 - (1) For the first violation, the individual may be issued a trespass warning for a period not to exceed one year.
 - (2) For a second or subsequent violation, the individual may be issued a trespass warning for a period not to exceed two years.
- (e) A copy of the trespass warning shall be provided by mail or hand delivery to the individual and to the City employee or official having control over the City park, facility, building or outdoor area. The written trespass warning shall advise of the right to appeal and the location and telephone number for filing the appeal.
- (f) Any person found on or within any City facility, building, or outdoor area, including municipal parks, in violation of a trespass warning may be arrested for trespassing, except as otherwise provided in this section.
- (g) The City employee or official having control over a City facility, building, or outdoor area, including municipal parks, may authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary municipal business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.
- (h) This section shall not be construed to limit the authority of any City employee or official to issue a trespass warning to any person for any lawful reason for any City property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the City employee or official.
- (i) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal as follows:
 - (1) An appeal of the trespass warning must be filed, in writing, within ten days of the issuance of the warning, and shall include the appellant's name, address and phone number, if any. No fee shall be charged for filing the appeal.
 - (2) The appeal shall be filed at the information desk of the St. Petersburg Police Department located at 1300 First Avenue North.
 - (3) Appeals shall be heard by a Hearing Master which the City contracts with to provide this service.

- (4) Within five days following the filing of the appeal, the Hearing Master shall schedule a hearing. Notice of the hearing shall be provided to the appellant in one of two ways:
 - a. By leaving or posting the notice at the information desk of the St. Petersburg Police Department, or
 - b. By telephone if a telephone number has been provided. If appellant can not be reached by telephone, then notice at the information desk shall be sufficient.
- (5) The Hearing Master shall hold the hearing as soon as possible. In no event shall the hearing be held sooner than seven days following the filing of the appeal and no later than 30 days from the filing of the appeal.
- (6) Copies of documents in the City's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.
- (7) The appellant and the City shall have the right to attend with an attorney, the right to testify, to call witnesses, to cross-examine witnesses and to present evidence. The appellant shall have the right to bring a court reporter, at their own expense.
- (8) The Hearing Master shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.
- (9) The City shall bear the burden of proof by clear and convincing evidence that the trespass warning was properly issued pursuant to the criteria of this section.
- (10) If the appellant fails to attend a scheduled hearing, the Hearing Master shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.
- (11) Within five days of the hearing, the Hearing Master shall issue a written decision on the appeal which shall be mailed to the appellant at the address provided. If no address is provided, a copy of the decision shall be posted at the information desk of the St. Petersburg Police Department.
- (12) The decision of the Hearing Master shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision may be subject to judicial review in the manner provided by law by the appellant. The City may not appeal any decision of the Hearing Master.
- (13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

(Code 1992, § 20-30; Ord. No. 718-G, § 2, 3-3-2005; Ord. No. 2-H, §§ 1, 2, 11-3-2011; Ord. No. 26-H, §§ 1, 2, 6-21-2012; Ord. No. 323-H, §§ 1, 2, 3-15-2018)

ORDINANCE XXXX

AN ORDINANCE AMENDING CHAPTER 58, "STREETS, SIDEWALKS AND CERTAIN OTHER PUBLIC PLACES," OF THE CITY CODE OF ORDINANCES BY ADDING A NEW SECTION PROVIDING FOR TRESPASS WARNINGS UNDER CERTAIN CIRCUMSTANCES FOR PUBLIC PROPERTY AND OTHER PROPERTY GENERALLY OPEN TO THE PUBLIC; PROVIDING FOR CONFLICTS, CODIFICATION AND SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission finds that it is necessary for the preservation and enhancement of the public health, safety and welfare and in the best interest of the city and its citizens to amend Chapter 58 of the Code of Ordinances in accordance with the provisions of this ordinance.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The Code of Ordinances is amended by adding the following section to Chapter 58, Article V, Division I:

Sec. 58-134. - Trespass warnings on public property and other property generally open to the public.

(a) The City Manager and officers of the Holly Hill Police Department are authorized to issue a trespass warning to any individual who violates any city ordinance rule or regulation or state law, which violation was committed while on or within a city facility, building, or outdoor area, including municipal parks, but excluding public right-of-way. The trespass warning shall be limited to the specific property where the violation occurred.

(b) For the purpose of this section "right-of-way" shall only include those sidewalks, which are adjacent to a paved street, if the street-side edge of the sidewalk is within 20 feet of the curb line.

(c) Trespass warnings shall be issued as follows:

(1) For the first violation, the individual may be issued a trespass warning for a period not to exceed one year.

(2) For a second or subsequent violation, the individual maybe issued a trespass warning for a period not to exceed one year.

(d) A copy of the trespass warning shall be provided by mail or hand delivery to the individual given the warning. The written trespass warning shall advise of the right to appeal and the location at which to file the appeal.

(e) Any person found on or within any city facility, building, or outdoor area, including municipal parks, in violation of a trespass warning may be arrested for trespassing, except as otherwise provided in this section.

(f) The City Manager may authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary municipal business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof, and shall not be unreasonably denied.

(g) This section shall not be construed to limit the authority of any city employee or official to issue a trespass warning to any person for any lawful reason for any city property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the city employee or official.

(h) This section shall not be construed to limit the authority of officers of the Holly Hill Police Department to cite or arrest individuals for violating any section of the Holly Hill Code of Ordinances or Florida Statutes.

(i) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal as follows:

(1) An appeal of the trespass warning must be filed, in writing, within ten (10) days of the issuance of the warning, and shall include the appellant's name, address, and phone number, if any. No fee shall be charged for filing the appeal.

(2) The appeal shall be filed at the location specified in the trespass warning.

(3) A Special Magistrate with whom the city contracts to provide this service shall hear appeals.

(4) Within five (5) days following the filing of the appeal, the City Clerk shall schedule a hearing. Notice of the hearing shall be provided to the appellant in the following ways:

(a) By posting the notice at the Holly Hill City Hall, and

(b) By mail if an address has been provided. In the event of non-delivery, then the notice posted at the Holly Hill City Hall shall be sufficient.

(5) The Special Magistrate shall hold the hearing as normally scheduled monthly. In no event shall the hearing be held sooner than seven (7) days following the filing of the appeal and no later than forty-five (45) days from the filing of the appeal.

(6) Copies of documents in the city's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.

(7) The appellant and the city shall have the right to attend with an attorney, the right to testify, to call witnesses, to cross-examine witnesses, and to present evidence. The appellant shall have the right to bring a court reporter, at his or her own expense.

(8) The Special Magistrate shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.

(9) The city shall bear the burden of proof by clear and convincing evidence that the trespass warning was properly issued pursuant to the criteria of this section.

(10) If the appellant fails to attend a scheduled hearing, the Special Magistrate shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.

(11) Within five (5) days of the hearing the Special Magistrate shall issue a written decision on the appeal, which shall be mailed, to the appellant at the address provided. If no address is provided, a copy of the decision shall be posted at the Holly Hill City Hall.

(12) The decision of the Special Magistrate shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision may be subject to judicial review in the manner provided by law to the appellant. The city may not appeal any decision of the Special Magistrate.

(13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

SECTION 2. If any provision of this Ordinance shall be held or deemed to be or shall, in fact, be illegal, inoperative or unenforceable in any context, the same shall not affect any other provision herein or render any other provision (or such provision in any other context) invalid, inoperative or unenforceable to any extent whatsoever.

SECTION 3. This Ordinance shall be codified as a part of the Code of Ordinances of The City of Holly Hill, Florida, such provisions may be renumbered or re-lettered to accomplish such intention and the word "ordinance" or similar words may be changed to "Section", "Article", or other appropriate word. The City Clerk is granted liberal authority to codify the provisions of this Ordinance as contemplated herein.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5. This Ordinance shall take effect immediately upon its adoption.

APPROVE AND AUTHENTICATED on the <> day of OCTOBER, 2018 for first reading.



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE: October 23, 2018
FROM: Brian Walker
SUBJECT: Resolution 2018-R-69 A Resolution of the City Commission of the City of Holly Hill, Florida, Renaming a Portion of 15Th Street to "Whac a Mole Way"; Providing for Conflicting Resolutions; Providing for Severability; and Providing for an Effective Date.
NUMBER: (ID # 2226)
APPLICANT: Brian Walker
PLANNER:

INTRODUCTION:

15th Street Rename - Request to rename a portion of 15th Street as “Whac A Mole Way”.

DISCUSSION:

Bob’s Space Racers owns the trademark for the well-known game called Whac-A-Mole. They have conducted business in Holly Hill for approximately 40 years and have petitioned to rename a portion of 15th Street upon which they front, and is described in the survey attached as Exhibit "A", to Whac A Mole Way. The area proposed to be renamed is a public street and contains approximately 0.2292 acres.

In consideration of the long standing contribution that Bob’s Space Racers has made to the City’s business community, the City has no objections to the request to rename a portion of 15th Street to Whac A Mole Way.

STAFF

RECOMMENDATION:

Adopt Resolution 2018-R-69 and rename a portion of 15th Street to Whac A Mole Way.

MOTION:

APPROVE RESOLUTION 2018-R-69 RENAMING A PORTION OF 15TH STREET TO “WHAC A MOLE WAY”; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENTS:

- Exhibit A - Survey (PDF)
- Resolution (PDF)

Resolution No. (ID # 2226)**RESOLUTION 2018-R-69 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, RENAMING A PORTION OF 15TH STREET TO "WHAC A MOLE WAY"; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.****RESOLUTION 2018 -R-69**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, RENAMING A PORTION OF 15TH STREET TO "WHAC A MOLE WAY"; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a petition was filed by **BOB'S SPACE RACERS, INC.**, to rename a portion of that certain right-of-way known as 15TH Street, lying between Pine Avenue and Garden Avenue in the City of Holly Hill; and

WHEREAS, Bob's Space Racers, Inc. has been located in the City of Holly Hill for approximately 40 years, providing games and management services for the arcade, park, and trailer industries throughout the world; and

WHEREAS, the Whac-A-Mole game is known worldwide and the trademark is owned by Bob's Space Racers; and

WHEREAS, that portion of 15th Street subject to the petition lies in Holly Hill, Volusia County, Florida, and contains 0.2292 acres +/-, as shown on **Exhibit "A"** attached hereto and incorporated herein by reference; and

WHEREAS, the City Commission finds that the renaming of that certain street right-of-way will not operate to the detriment of the City or public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION

OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission hereby renames that portion of 15th Street as described in **Exhibit “A”**, to Whac A Mole Way.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of OCTOBER, 2018.



NOTES:

- - 1/2" Iron Rod & Cap LB6883 set
- - 5/8" Iron Rod & Cap LB3612 found
- - Nail & Disk LB6883 set

CLF - Chain Link Fence
LB - Licensed Business
POB - Point of Beginning

No overhead or underground features shown except as noted.

Record dimensions are shown in parenthesis, field measurements are not.

Bearings are assumed, based on the northerly line of 15th Street shown hereon, bearing N64°53'34" E.

This survey and plat not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

There may be additional restrictions and/or other matters not shown hereon that may be found in the public records of this county, Florida.

SCALE: 1" = 30'

- Ø - Wood Utility Pole
- ⊕ - Concrete Pole
- ⌵ - Water Valve
- ⊙ - Manhole
- ⊠ - Water Meter
- ⊞ - Fire Hydrant

PLAT OF BOUNDARY SURVEY OF:

A PORTION OF FIFTEENTH STREET AND/OR ARGENTINA AVENUE A 50 FOOT RIGHT OF WAY AS DEDICATED ON THE PLAT OF MARY C. FLEMMING SUBDIVISION, OF RECORD IN MAP BOOK 1, PAGE 1, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BOUNDED ON THE EAST BY THE SOUTHERLY EXTENSION OF THE WESTERLY RIGHT OF WAY LINE OF PINE AVENUE, A PLATTED 49.5 FOOT RIGHT OF WAY, SAID LINE BEING ALSO THE SOUTHERLY EXTENSION OF THE EASTERLY LINE OF LOT 14, BLOCK 3, PINE CLUSTER, OF RECORD IN MAP BOOK 7, PAGE 92, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, AND BOUNDED ON THE WEST BY THE SOUTHERLY EXTENSION OF THE EASTERLY RIGHT OF WAY LINE OF GARDEN AVENUE, A PLATTED 50 FOOT RIGHT OF WAY, SAID LINE BEING ALSO THE SOUTHERLY EXTENSION OF THE WESTERLY LINE OF LOT 15, BLOCK 3 OF SAID PINE CLUSTER, ALL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS; BEGIN (POINT OF BEGINNING) AT THE SOUTHWEST CORNER OF SAID LOT 15; THENCE N 64° 53' 34" E, ALONG THE NORTHERLY LINE OF FIFTEENTH STREET, AFORESAID, AND ALONG THE SOUTHERLY LINE OF SAID LOTS 15 AND 14, BLOCK 3, 199.65 FEET TO THE SOUTHEAST CORNER OF SAID LOT 14; THENCE S 25° 09' 35" E ALONG SAID SOUTHERLY EXTENSION OF THE WESTERLY RIGHT OF WAY LINE OF PINE AVENUE, AFORESAID, 50.00 FEET TO A POINT IN THE SOUTHERLY LINE OF SAID FIFTEENTH STREET, SAID LINE BEING ALSO THE NORTHERLY LINE OF LOT 17, BOCK 33, OF SAID MARY C. FLEMMING SUBDIVISION; THENCE S 64° 53' 34" W ALONG SAID LAST LINE, 199.67 FEET TO A POINT IN SAID SOUTHERLY EXTENSION OF THE EASTERLY RIGHT OF WAY LINE OF GARDEN AVENUE, AFORESAID; THENCE N 25° 08' 50" W ALONG LAST SAID LINE 50.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 9983 SQUARE FEET MORE OR LESS (0.2292 ACRES MORE OR LESS)

Legal Description created this survey.

The above described property is in zone "AE", per the Flood Insurance Rate Map, Community Number 125112, Map and Panel Number 12127C0218K, dated 9-29-17.

CERTIFICATE:

This is to certify that the plat delineated hereon is in compliance with the Standards of Practice per Sections 5J-17.050 to 5J-17.053, Florida Administrative Code pursuant to Section 472.027 of the Florida Statutes.

13 August, 2018
(field date)

John J. Matejka, III, P.S.M. #4002
Licensed Business #6883

MARY C. FLEMMING, BLOCK 33, LOT 17; PINE CLUSTER, BLOCK 3		
FOR: BOB'S SPACE RACERS, INC. 427 15TH STREET DAYTONA BEACH, FLORIDA	BY: J. J. MATEJKA & ASSOCIATES, INC. PROFESSIONAL SURVEYORS & MAPPERS 408 HARVEY AVENUE DAYTONA BEACH, FLORIDA	
	PLAT #18D11	

Attachment: Exhibit A - Survey (2226 : 15Th Street Rename to Whac-A-Mole Way)

RESOLUTION NO. 2018 -**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, RENAMING A PORTION OF 15TH STREET TO WHAC A MOLE WAY; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, a petition was filed by **BOB’S SPACE RACERS, INC.**, to rename a portion of that certain right-of-way known as 15TH Street, lying between Pine Avenue and Garden Avenue in the City of Holly Hill; and

WHEREAS, Bob’s Space Racers, Inc. has been located in the City of Holly Hill for approximately 40 years, providing games and management services for the arcade, park, and trailer industries throughout the world; and

WHEREAS, the Whac-A-Mole game is known worldwide and the trademark is owned by Bob's Space Racers, and

WHEREAS, that portion of 15th Street subject to the petition lies in Holly Hill, Volusia County, Florida, and contains 0.2292 acres +/-, as shown on **Exhibit "A"** attached hereto and incorporated herein by reference; and

WHEREAS, the City Commission finds that the renaming of that certain street right-of-way will not operate to the detriment of the City or public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission hereby renames that portion of 15th Street as described in **Exhibit “A”**, to Whac A Mole Way.

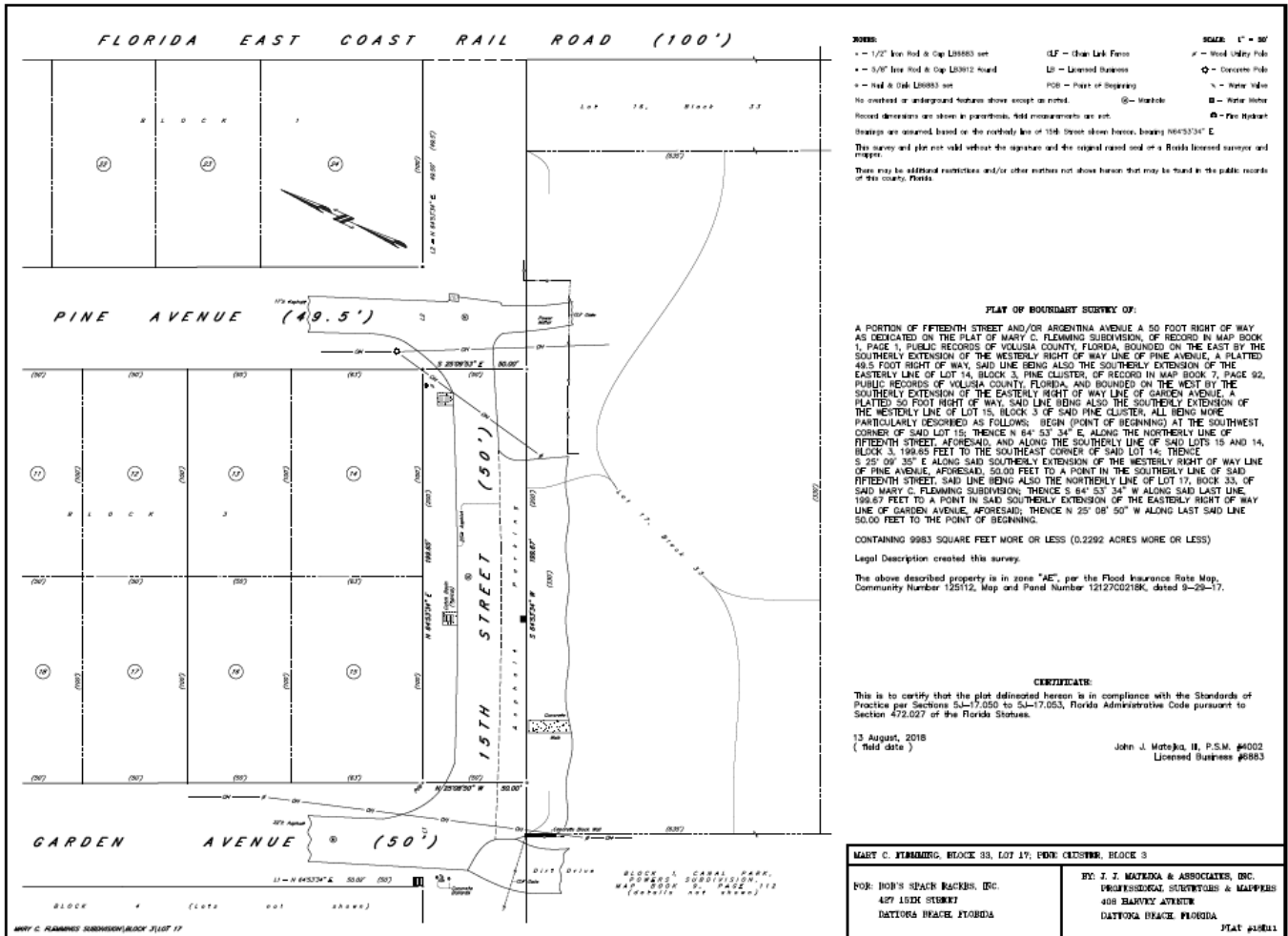
SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any

Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

EXHIBIT A SURVEY





**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: October 23, 2018
FROM: Joseph Forte
SUBJECT: Resolution 2018-R-70 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Accept and Approve Its Designated Portion of the Volusia County Integrated Floodplain Management Plan. Providing for Severability and Providing an Effective Date.
NUMBER: (ID # 2259)
APPLICANT:
PLANNER:

DISCUSSION:

Holly Hill has been an active participant in Volusia Prepares, the Local Mitigation Strategy working group, which has established a comprehensive, coordinated planning process involving the county and its municipalities, as well as other public and private sector organizations, to eliminate or decrease these vulnerabilities. Holly Hill representatives and staff have identified, justified and prioritized a number of proposed projects and programs needed to mitigate the vulnerabilities of Holly Hill to the impacts of future flood events.

The National Flood Insurance Program (NFIP) provides federally subsidized flood insurance in communities that regulate development in floodplains and the National Flood Insurance Program Community Rating System (CRS) rates the various community floodplain management programs and reduces flood insurance premiums in those communities that meet Community Rating System Program requirements.

In an effort to reduce the potential for personal and property losses in flood-prone areas and ensure the lowest possible flood insurance premiums for residents; and

The adoption of the 2018 Volusia County Integrated Floodplain Management Plan and integration into the Local Mitigation Strategy supports this effort and the formal adoption of the Plan by the local governing body is a requirement of the Community Rating System Program.

The attached Resolution provides for the City of Holly Hill to accept and approve the designations within the Volusia County Floodplain Management Plan.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve Resolution 2018-R-70.

COMMISSION**GOAL:**

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE RESOLUTION 2018-R-70, AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROVE ITS DESIGNATED PORTION OF THE VOLUSIA COUNTY INTEGRATED FLOODPLAIN MANAGEMENT PLAN.

Resolution No. (ID # 2259)**RESOLUTION 2018-R-70 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROVE ITS DESIGNATED PORTION OF THE VOLUSIA COUNTY INTEGRATED FLOODPLAIN MANAGEMENT PLAN. PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.****RESOLUTION 2018-R-70****A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROVE ITS DESIGNATED PORTION OF THE VOLUSIA COUNTY INTEGRATED FLOODPLAIN MANAGEMENT PLAN.**

WHEREAS, coastal and riverine flooding are significant threats to the health and safety of the citizens of Holly Hill; and

WHEREAS, the Holly Hill governing body realizes the importance of reducing vulnerabilities to flood events for the overall good and welfare of the community; and

WHEREAS, Holly Hill has been an active participant in Volusia Prepares, the Local Mitigation Strategy working group, which has established a comprehensive, coordinated planning process involving the county and its municipalities, as well as other public and private sector organizations, to eliminate or decrease these vulnerabilities; and

WHEREAS, Holly Hill representatives and staff have identified, justified and prioritized a number of proposed projects and programs needed to mitigate the vulnerabilities of Holly Hill to the impacts of future flood events; and

WHEREAS, the National Flood Insurance Program (NFIP) provides federally subsidized flood insurance in communities that regulate development in floodplains; and

WHEREAS, the National Flood Insurance Program Community Rating System (CRS) rates the various community floodplain management programs and reduces flood insurance premiums in those communities that meet Community Rating System Program requirements; and

WHEREAS, in an effort to reduce the potential for personal and property losses in flood-prone areas and ensure the lowest possible flood insurance premiums for residents; and

WHEREAS, the adoption of the 2018 Volusia County Integrated Floodplain Management Plan and integration into the Local Mitigation Strategy supports this effort; and

WHEREAS, the formal adoption of the Plan by the local governing body is a

requirement of the Community Rating System Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION
OF THE CITY OF HOLLY HILL, FLORIDA:**

SECTION 1. The City of Holly Hill hereby accepts and approves of its designated portion of the Volusia County Integrated Floodplain Management Plan.

SECTION 2. The City of Holly Hill accepts and endorses the mitigation goals and objectives established by Volusia Prepares for the countywide Plan, and the anticipated schedule for the next updating of the strategy.

SECTION 3. The City of Holly Hill finds that the proposed flood mitigation projects and programs included in the Plan by other jurisdictions and organizations are acceptable, that they will not adversely affect the city or its neighborhoods, and that they do not conflict with or duplicate the flood mitigation proposals made by the county itself.

SECTION 4. The agency personnel of Holly Hill are requested and instructed to pursue available funding opportunities for implementation of the proposals designated therein.

SECTION 5. The agencies and organizations within Holly Hill will, upon receipt of such funding or other necessary resources, seek to implement the proposals contained in the city's individual section of the Plan.

SECTION 6. The City of Holly Hill will continue to participate in the updating and expansion of the Volusia County Integrated Floodplain Management Plan in the years ahead.

SECTION 7. The City of Holly Hill will further seek to encourage the businesses, industries and community groups operating within Holly Hill to also participate in the updating and expansion of the Volusia County Integrated Floodplain Management Plan in the years ahead.

SECTION 8. Severability. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect any other section or part of this Resolution.

SECTION 9. Effective Date. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of OCTOBER, 2018.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

7.4

MEETING DATE: October 23, 2018
FROM: John McKinney
SUBJECT: RFQ 18-PW-01 - Professional Surveying Services
NUMBER: (ID # 2254)
APPLICANT:
PLANNER:

DISCUSSION:

The City has issued a Request for Qualification to seek a qualified professional surveying services firm(s) to complete all / any land surveying services, utility horizontal and vertical utility and depth verification of utilities as needed for specified projects. The solicitation was RFQ 18-PW-01 for Professional Surveying Services and five firms submitted qualifications.

1. Mark Dowst & Associates, Inc.
2. McKim & Creed
3. Myer Land Surveying, Inc.
4. Southeastern Surveying and Mapping Corp.
5. Upham, Inc.

Staff previously brought this before the City Commission on August 14, 2018 and were asked to relook at the process and reevaluate the proposals. The City reached out to the City of South Daytona whom agreed to evaluate the proposals based on our Evaluation Committee Guidelines. The evaluators were the Public Works Director, Community Development Director and Public Works Specialist. All members were familiar with all aspects of surveying.

The Evaluation Committee met on Friday, October 12, 2018 and 2:00 p.m. in a properly notice public meeting and ranked the submitting firms based on the published evaluation criteria as follows:

1. Southeastern Surveying and Mapping Corp.
2. Myer Land Surveying, Inc.
3. McKim & Creed
4. Upham, Inc.
5. Mark Dowst & Associates, Inc.

The Evaluation Committee rated the firms based on the Evaluation Criteria and recommend the

Commission negotiate with the top two ranked firms Southeastern Surveying and Mapping Corp. and Myer Land Surveying, Inc.

FISCAL ANALYSIS:

Not Applicable

STAFF RECOMMENDATION:

Authorize the City Manager enter into negotiations with Southeastern Surveying and Mapping Corp. and Myer Land Surveying, Inc. Professional Surveying Services.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

Authorization for the City Manager to enter into negotiations with Southeastern Surveying and Mapping Corp., and Myer Land Surveying, Inc., for Professional Surveying Services an execute all necessary agreements.

- SSMCs ELECTRONIC COPY_06-18-2018 (1) (PDF)
- RFQ 18-PW-01 Myer Land Surveying (PDF)
- RFQ 18-PW-01 Professional Surveying Services Summary Grading 101218 (PDF)



City of Holly Hill, Florida

ELECTRONIC COPY

Request for Qualifications RFQ# 18-PW-01 - Professional Surveying Services

Due Date: June 18, 2018 2:00 p.m.

Deliver to: City of Holly Hill
1065 Ridgewood Avenue
Attention: CITY CLERK
Holly Hill, FL 32117

Prepared by:



Three independent Divisions working together for our Client's needs.

Contact Person: James L. Petersen, PSM, Project Manager
Address: Corporate Office 6500 All American Blvd., Orlando, FL.
Phone / Fax: 407- 292-8580 (2215) / 407 - 292-0141



Professional Surveying and Mapping in All Terrains



Professional Surveying and Mapping - Roadways, Highways, Interstates



Geographic Information Systems



Sub-Surface Utility Designation/Location

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TAB 1

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

MANAGEMENT SUMMARY

Southeastern Surveying and Mapping Corporation (SSMC)

SSMC has been in business and working in Volusia County since 1972, has an office in DeBary since 1999, and more importantly has been working under contract with the City of **Holly Hill** since 2013, the City of **Daytona Beach** since 2008, the City of **Port Orange** since 2001, the City of **Orange City** since 2015, and the City of **DeBary** as a subconsultant since 2005. A recent 2017/2018 notable FDOT project in **Volusia County** was the emergency reconstruction efforts of Highway A1A that involved Right of way Mapping, Design Topographic Survey of A1A extending into the Atlantic Ocean at the Volusia, Flagler County line

Founded in 1972, **SSMC** is an independent, employee-owned **Professional Surveying and Mapping; Geographic Information Systems (GIS); Subsurface Utility Engineering (SUE)** and **Grant Writing/Administration** team that serves Florida's leading public and private organizations.

SSMC's management staff of **25 Licensed Professionals** has a combined total of over **700+ years** of experience and supervises **28 Survey/CAD/GIS Technicians** and **45 Field Teams**. The **SSMC** team is made up of **200+ individuals**, **52** are **Nationally Certified Survey Technicians, (CST)** & **8** are **Nationally Certified GIS Professionals, (GISP)** that work together as a team using state of the art resources both field and office to provide Geospatial solutions to our many public sector and private sector clients. **SSMC's** teams can be deployed to provide a single statewide source for Geospatial data, graphic presentation, database design, delivery, and management. The **SSMC** Project Managers in all divisions are **hands on** maintaining constant contact with the client while at the same time minimizing the need for the client's participation.

The Underlying Philosophy of the Firm

Our clients know that our emphasis on **Quality, Schedule, and Budget** are **essential ingredients that make their projects successful**, and they need only a single phone number for every measurement, map or database solution. The direct result of **SSMC** working for decades with **Public Sector Clients** was the formation of **SSMC's** full service **Utility Division and Geographic Information (GIS) Division**. **SSMC's** Land Surveying, GIS and Subsurface Utility Divisions work closely together to meet our client's needs.

Traditional Services

Professional Surveying and Mapping by **SSMC** applies experience and a complete surveyor's toolkit including **4 WD vehicles, ATV's, boats, airboats, fathometers, Terrestrial Mobile and Static LiDAR, GPS, reflectorless total stations, digital levels, electronic field books** and a proprietary data collection format, and graphic production using MicroStation, ArcInfo, AutoCAD Civil 3D, AutoCAD Land Development, TopoDOT, Revit, CAICE, and GEOPAK tools to deliver compatible data in ready-to-use form to our clients and team members. Qualifications by the Federal Highway Administration, the **FDOT, FDEP, SWFWMD, SFWMD, SRWMD, NFWMD, SJRWMD** testifies that **SSMC** employs the staff, equipment, and methods suitable for three dimensional surveying and mapping to the highest standards. **Expedited schedules** and budget compliance are full time concerns, with daily tracking and reporting by an in-house designed system customized to the requirements of a full-service Surveying and Mapping Team that works with **Public Sector Clients** daily.

Non-Traditional Services

Geographic Information Systems (GIS) are created and maintained by **SSMC's** full service **GIS Division**. This division has been designing and developing digital maps and collecting data for their associated databases **since 1989** and to date has completed inventory and condition assessment/inspection projects for over 300,000 storm water features that have included culverts, ponds, conveyances, levees, dams, pump stations and manholes working for clients in diverse areas from city streets to the Seminole Tribe of Florida swamps. This division is also available to supply the training and support required to help clients derive maximum returns from the integration of **GIS mapping** into an asset management system. Utilities, Public Works and storm water management districts can derive substantial benefits from inventorying their facility's infrastructure and managing it, to support their maintenance and operations personnel. Detailed condition assessments and inspections linked to the geodatabase provide a resource for prioritizing future improvements. GPS equipped field teams from the GIS Division are readily available to furnish the data that populates the databases. Having located and mapped thousands of stormwater, water, wastewater and transportation assets,

SSMC's GIS Division has developed comprehensive GIS data models which can be used to jump start a client's GIS implementations. All GIS database design and development, data conversion, field data collection and GIS data delivery are managed under a common supervisory structure.

Non-Traditional Services

Subsurface Utility Designation and Location (Test Holes) by SSMC's full service Utility Division since 2000, employs the best electronic sensing devices as well as **Ground Penetrating Radar (GPR)** and records research to designate underground utilities and then uses highly mobile, safe, nondestructive vacuum excavation equipment to uncover and positively identify them. The SSMC Utility Division also performs **Closed Circuit Television (CCTV) Pipe Inspection Services**. The system is used to perform condition and as-built inspections and includes **laser profiling** capabilities. Pipe thickness testing using **Sonar Equipment** is an additional service offered as an alternative to cutting coupons on aging force mains.

This is an **excellent example** of how a "Single Stop Survey Shop" that has paid attention to their clients' needs over the years and made a substantial **investment** in the **equipment, training and personnel** that are ready to provide any **traditional or non-traditional Surveying and Mapping** needs without the need for outsourcing.

SSMC's administrative infrastructure includes continually updated Quality Control, Operations, Field Procedures, and Graphic Standards Manuals created and maintained in-house. The Manuals bring discipline and standardization to the work that is easy to translate to customer standards. Schedules at Southeastern Surveying are updated daily and budgets are reviewed weekly using custom software for time input and a Daily Schedule Report that is linked to a FDOT-audited accounting system.

SSMC's employees have enjoyed many years of continuing work relationships with engineering consultants, theme parks, developers, law firms, and all levels of government. Work is regularly performed throughout the entire State of Florida.

By submission of this RFQ Response the undersigned officers certify that they will accept the terms of this contract.

Key Officers: Name, Role, Phone Number, and E-mail

James L. Petersen, PSM / Senior Vice President
(407) 292-8580 – (2215)
 Email: jpetersen@southeasternsurveying.com

Gary B. Krick, PSM / President
407-292-8580 – (2211)
 Email: gkrick@southeasternsurveying.com

Sincerely,



James L. Petersen, PSM / Senior Vice President



Professional Surveying and Mapping in All Terrains



Professional Surveying and Mapping Roadways, Highways, Interstates



Three independent Divisions working together for our Client's needs.



Gary B. Krick, PSM / President



Geographic Information Systems



Subsurface Utility: Designation/Location

TAB 2

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

CORPORATE EXPERIENCE AND CAPACITY

Southeastern Surveying and Mapping Corporation (SSMC)

SSMC's CORPORATE EXPERIENCE

Size of the Firm: 210 Persons

Location of Corporate Office: Orlando, Branch Office DeBary

Number of Full Time Professional Staff: 25

Number of Part Time Professional Staff: N/A

Founded in 1972, SSMC is an independent, employee-owned Professional Surveying and Mapping; Geographic Information Systems (GIS); Subsurface Utility Engineering (SUE) and Grant Writing/Administration team that serves Florida's leading public and private organizations giving us over **four decades of hands on experience**.

SSMC's management staff of **25 Licensed Professionals** has a combined total of over **700+ years of experience** and supervises **28 Survey/CAD/GIS Technicians** and **45 Field Teams**. The SSMC team is made up of **200+ individuals**, **53 are Nationally Certified Survey Technicians, (CST)** & **8 are Nationally Certified GIS Professionals, (GISP)** that work together as a team using state of the art resources both field and office to provide Geospatial solutions to our many public sector and private sector clients. SSMC's teams can be deployed to provide a single statewide source for Geospatial data, graphic presentation, database design, delivery, and management. The SSMC Project Managers in all divisions are **hands on** maintaining constant contact with the client while at the same time minimizing the need for the client's participation.



SSMC's WORKLOAD & CAPACITY

In lieu of a list of current projects that will change from day to day **Southeastern Surveying and Mapping Corp. (SSMC)** has submitted an **availability of staff document** based on our **current and projected work load** that will more accurately convey the message that we want to convey. **SSMC** makes a commitment and has a record of being willing to dedicate whatever company resources are necessary both manpower / equipment in a **timely fashion**, to **expedite services** when necessary, and to complete all services **on time** and **within** the agreed upon **budget**.

The **SSMC** team has available 56% of current staff capability ready to be applied to new work. **SSMC** has a track record of being willing and able to meet all time and budget constraints.

The **SSMC** team resources and workload (select clients) allow significant time to be applied to the **City of Holly Hill** Projects. The **SSMC** Project Manager commits to dedicating significant time to complete all task assignments on time and within budget.

SSMC makes a commitment to **City of Holly Hill** that the Quality Assurance/Quality Control (QA/QC) of all tasks will be reviewed for accuracy, completeness and compliance with agreed upon scope by our dedicated QA/QC Manager.

SSMC team resources and workload (**Select Public Sector Clients**) allow significant time to be applied to **City of Holly Hill' Projects**.

SSMC makes a commitment to the **City of Holly Hill** that the management and administration of all Professional Services performed for the **City of Holly Hill** will be under the direction of **James L. Petersen, PSM, Project Manager**, licensed in the State of Florida with **39 years of hands on experience**.

SSMC's Key Personnel Staffing Availability Based on our Current and Projected Assignments

Project Personnel	Project Role	% Of Availability	Estimated Hrs per/Month
Prime Consultant: SSMC			
Gary B. Krick, PSM	President / Principal in Charge	Approximately 55%	92
James L. Petersen, PSM	Project Manager	Approximately 60%	100
James M. Dunn, II, PSM	Project Surveyor	Approximately 56%	93
Ryan E. Johnson, PSM	Project Surveyor	Approximately 54%	90
Brian R. Garvey, PE	V.P. / GIS Division Manager	Approximately 54%	90
Darryll DeMarsh	V.P. / Utility Division Manager	Approximately 55%	92

SSMC's Overall Staffing Availability Based on our Current and Projected Assignments

Project Personnel	No.	Total Hours	Current	Available	% Hours Available
CAD/Survey/GIS Technicians	72	144000	63000	81000	56%
Field Team Managers	2	4000	1750	2250	56%
GIS Systems Specialists	5	10000	4300	5700	57%
Utility Division Technicians	16	32000	14400	17600	55%
Licensed Professionals	12	24000	10500	13500	56%
Utility Division Manager	1	2000	860	1140	57%
Utility Coordinators / GPS Coordinators	2	4000	1880	2120	53%
Utility Division Project Managers	2	4000	1800	2200	55%
Administrative/IT Technicians	12	24000	10200	13800	58%
TOTALS	124	248000	108690	139310	56%

TAB 3

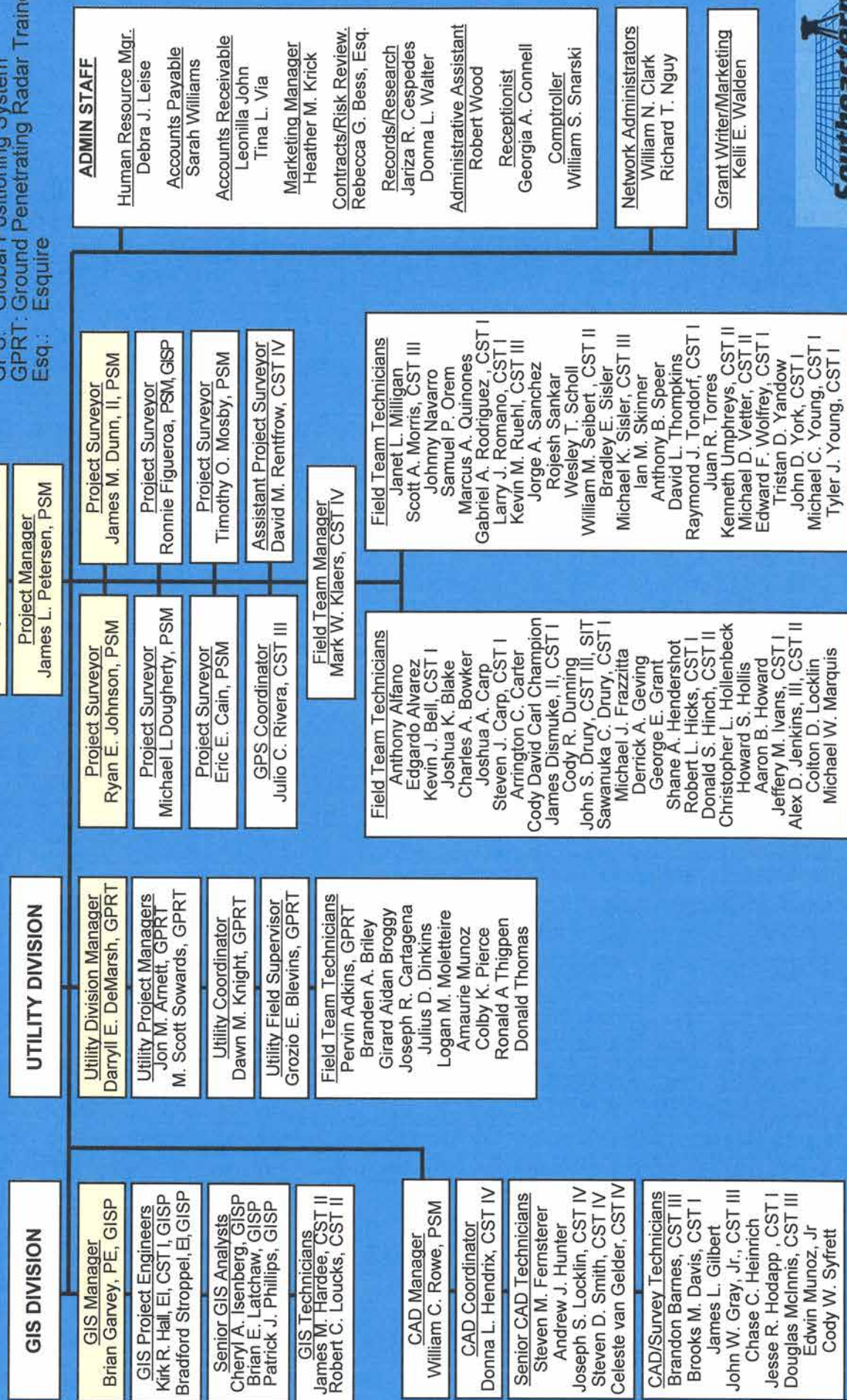
SOUTHEASTERN SURVEYING AND MAPPING CORP. ORGANIZATIONAL CHART



Legend:
 PSM: Professional Surveyor & Mapper (FL)
 PE: Professional Engineer
 EI: Engineering Intern
 SIT: Surveyor in Training (Florida)
 (qualified to sit for the State Exam)
 CST: Certified Survey Technician
 GIS: Geographic Information System
 GPS: Global Positioning System
 GPRT: Ground Penetrating Radar Trained
 Esq: Esquire

Principal in Charge
 Gary B. Krick, PSM

Project Manager
 James L. Petersen, PSM



SSMC's PROJECT MANAGER AND KEY TEAM MEMBERS

Professional Surveying and Mapping Services – Key Team Members

 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS4245 Professional Surveyor and Mapper GARY B KRICK IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>President / Project Manager / Principal in Charge</u> <u>Committed to Hands On Project Management</u> Gary B. Krick, PSM / Florida Registration LS4245 45 years of Professional Surveying and Mapping experience 45 years with the SSMC Team gkrick@southeasternsurveying.com
 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS4791 Professional Surveyor and Mapper JAMES LADDS PETERSEN IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>Senior Vice President / Point of Contact</u> <u>Commitment of all Company Resources</u> James L. Petersen, PSM / Florida Registration LS4791 40 years of Professional Surveying and Mapping experience 37 years with the SSMC Team jpetersen@southeasternsurveying.com
 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS4235 Professional Surveyor and Mapper JAMES MICHAEL DUNN II IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>Project Surveyor</u> <u>Committed to ensuring the timely delivery of a quality product</u> James M. Dunn, II, PSM / Florida Registration LS4235 48 years of Professional Surveying and Mapping experience 18 years with the SSMC Team jdunn@southeasternsurveying.com
 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS7130 Professional Surveyor and Mapper RYAN E JOHNSON IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>Project Surveyor</u> <u>Committed to ensuring the timely delivery of a quality product</u> Ryan E. Johnson, PSM / Florida Registration LS7130 14 years of Professional Surveying and Mapping experience 14 years with the SSMC Team rjohnson@southeasternsurveying.com
  State of Florida Board of Professional Engineers Brian R. Garvey, P.E. Is licensed as a Professional Engineer under Chapter 475, Florida Statutes Expiration Date: 02/28/2019	<u>Vice President / GIS Division Manager</u> <u>Committed to being hands on with all GIS assignments</u> Brian R. Garvey, PE, GISP / Florida Registration #39479 / National GISP Certification #91332 35 years of Professional GIS Services experience 18 years with the SSMC Team bgarvey@southeasternsurveying.com
 Sensors & Software Inc. Darryl DeMarsh Has successfully completed the course on The Principles, Practices and Processing of Ground Penetrating Radar In recognition whereof we affix our names and seal of the company.	<u>Vice President / Utility Division Manager</u> <u>Committed to being hands on with all SUE assignments</u> Darryll E. DeMarsh, GPRT 25 years of Subsurface Utility Services (SUE) experience 19 years with the SSMC Team ddemars@southeasternsurveying.com

SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT

 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS4245 Professional Surveyor and Mapper GARY B KRICK IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>Gary B. Krick, PSM, Florida Registration LS4245</u> <u>Role:</u> President / Principal in Charge <u>Location:</u> Orange County/ Volusia County <u>Availability:</u> 55% <u>Years with the SSMC Team:</u> 45 Years <u>Example of Specific Experience Relative to this Project/Contract</u> • Professional Experience: 45 Years • Professional Surveying Services Contract Experience: 30 Years • City of Holly Hill Contract since 2013
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SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT

 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS4791 Professional Surveyor and Mapper JAMES LADDS PETERSEN IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>James L. Petersen, PSM, Florida Registration LS4791</u> <u>Role:</u> Senior Vice President / Project Manager / Point of Contact <u>Location:</u> Orange County <u>Availability:</u> 60% <u>Years with the SSMC Team:</u> 37 Years <u>Example of Specific Experience Relative to this Project/Contract</u> • Professional Experience: 40 Years • Professional Surveying Services Contract Experience: 30 Years • City of Holly Hill Contract since 2013
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SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT

 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS7130 Professional Surveyor and Mapper RYAN E JOHNSON IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>James M. Dunn, II, PSM, Florida Registration LS4235</u> <u>Role:</u> Project Surveyor <u>Location:</u> Orange County <u>Availability:</u> 56% <u>Years with the SSMC Team:</u> 18 Years <u>Example of Specific Experience Relative to this Project/Contract</u> • Professional Experience: 48 Years • Professional Surveying Services Contract Experience: 30 Years • City of Holly Hill Contract since 2013
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SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT

 Florida Department of Agriculture and Consumer Services Board of Professional Surveyors and Mappers LS7130 Professional Surveyor and Mapper RYAN E JOHNSON IS LICENSED under the provisions of Ch. 472 FS Expiration date: February 28, 2019	<u>Ryan E. Johnson, PSM, Florida Registration LS7130</u> <u>Role:</u> Project Surveyor <u>Location:</u> Orange County <u>Availability:</u> 54% <u>Years with the SSMC Team:</u> 14 Years <u>Example of Specific Experience Relative to this Project/Contract</u> • Professional Experience: 14 Years • Professional Surveying Services Contract Experience: 14 Years • City of Holly Hill Contract since 2013
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SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT

 	<u>Brian R. Garvey, PE, GISP</u> <u>Florida Registration #39479</u> <u>National GISP Certification #91332</u> <u>Role:</u> Vice President / GIS Division Manager <u>Location:</u> Orange County <u>Availability:</u> 54% <u>Years with the SSMC Team:</u> 18 Years <u>Example of Specific Experience Relative to this Project/Contract</u> • Professional Experience: 35 Years • Professional Surveying Services Contract Experience: 18 Years • City of Holly Hill Contract since 2013
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SSMC's KEY TEAM MEMBER, ROLE, LOCATION, AVAILABILITY, TIME WITH SSMC, SPECIFIC EXPERIENCE RELEVANT TO CONTINUING PROFESSIONAL SURVEYING SERVICES CONTRACT



Darryll E. DeMarsh, GPRT

Role: Vice President / Utility Division Manager

Location: Orange County

Availability: 55%

Years with the SSMC Team: 19 Years

Example of Specific Experience Relative to this Project/Contract

- **Utility Experience: 25 Years**
- **Professional Surveying Services Contract Experience: 19 Years**
- **City of Holly Hill Contract since 2013**



GARY B. KRICK, PSM

1986 Florida Registration LS4245

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
President / Principal in Charge

FLORIDA

Years Employed (1973-Present)

Gary has over **45 years** of **Professional Surveying Services** experience. Gary is responsible for managing project resources, progress, completion time frames and budget. Gary has a proven track record of job performance, projects completed on time, within budget and providing quality deliverables. **Gary's commitment as the Principal-in-Charge for your contract is to commit all the resources and equipment needed to consistently deliver a quality product on time and within the agreed upon budget.**

Relevant Public Sector Surveying and Mapping Services Experience

City Government

- City of Altamonte Springs
- City of Apopka
- City of Belle Isle
- City of Cape Canaveral
- City of Casselberry
- **City of Cocoa**
- **City of Cocoa Beach**
- **City of Daytona Beach**
- **City of DeBary**
- **City of DeLand**
- **City of Edgewater**
- City of Eustis
- City of Groveland
- **City of Holly Hill**
- City of Kissimmee
- City of Lake Mary
- City of Leesburg
- City of Longwood
- City of Maitland
- City of Melbourne
- City of Merritt Island
- City of Mount Dora
- City of Ocala
- City of Ocoee
- City of Orlando
- City of Oviedo
- **City of Port Orange**
- City of Sanford
- City of St. Cloud
- City of St. Petersburg
- City of Tampa
- City of Tavares
- City of Titusville
- City of West Melbourne
- City of Winter Garden
- City of Winter Park
- City of Winter Springs
- Town of Windermere

County Government

- **Brevard County**
- Calhoun County
- Citrus County
- **Flagler County**
- Hernando County
- Highlands County
- Indian River County
- Lake County
- Marion County
- Orange County
- Osceola County
- Pasco County
- Pinellas County
- Polk County
- Seminole County
- Sumter County
- TOHO Water Authority
- **Volusia County**

Schools Districts/College

- Brevard County Public Schools
- The School Board of Lake County
- The School Board of Orange County
- The School Board of Seminole County
- Seminole State College
- The School District of Osceola County
- University of Central FL
- University of South FL
- Valencia College

State Government

- **FDEP Statewide**
- FDOT Districts: One, Two, Three, Four, **Five** and Seven
- FL Fish and Wildlife Conservation Commission (**Statewide**)

Water Management District (WMD)

- Northwest Florida WMD
- South Florida WMD
- Southwest Florida WMD
- **St. Johns River WMD**
- Suwannee River WMD

Education

Valencia Community College

Trimble GPS
Surveying Training Center

Continuing Education for
Licensing Requirements

Mean High Water
Surveying Training FDEP
Methodology

Professional Organizations

Central Florida and Volusia
County Chapter of the
Florida Surveying &
Mapping Society

Florida Surveying &
Mapping Society

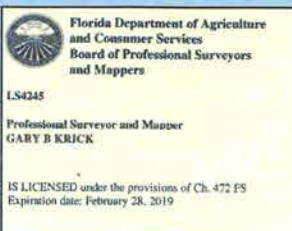
National Society of
Professional Surveyors

Florida Utility Coordinating
Committee

American Public Works
Association

Geodetic Users Group

Florida Board of
Professional Surveyors
and Mappers
Former Board Member





Education

Seminole Community
College

Continuing Education for
Licensing Requirements

Mean High Water Surveying
Training FDEP Methodology

Professional Organizations

Central Florida Chapter of
the Florida Surveying and
Mapping Society

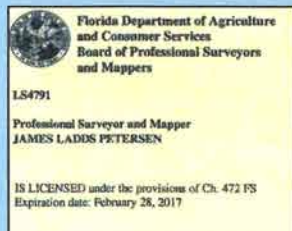
Florida Surveying and
Mapping Society

National Society of
Professional Surveyors

Florida Utilities Coordinating
Committee

Florida Global Navigation
Satellite Systems (GNSS)
Users Group

University of Florida
Geomatics Program
Advisory Committee



JAMES L. PETERSEN, PSM 1990 Florida Registration LS4791

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

FLORIDA

Senior Vice President / Project Manager / **Point of Contact** Years Employed (1981-Present)

Jim has over **40 years** of **Professional Surveying Services** experience that has included the successful completion of **thousands** of Professional Surveying Services Projects. Jim's commitment as Project Manager is to be your single point of contact, to be hands on with all tasks assigned, and to deliver a quality product on time and within the agreed upon budget.

HARLING, LOCKLIN AND ASSOCIATES, INC. / Survey Technician / Orlando, FL

(1979-1981)

POST, BUCKLEY, SCHUH & JERNIGAN / Survey Draftsman / Orlando, FL

(1978-1979)

Relevant Project Experience

City of DeBary Government, **Volusia County**, as Sub-Consultant

- City of DeBary-Stormwater Acquisition Program:
 - 204 Grande Vista Street, Vacant Boundary Survey 2018
 - 405 West Highbanks, Boundary Survey 2018
 - 409 West Highbanks, Boundary Survey 2018
- City of DeBary-Stormwater Master Plan Projects:
 - Staff Gauge Replacements & Double Check Vertical Control 2010-2017
 - 265 Ponce Lane Drainage Improvements, Topographic Survey 2017
 - 44 Seminole Dr. Drainage Improvements, Topographic Survey 2015
 - 250 Adelaide Street Drainage Improvements, Topographic Survey 2014-2015
 - Fort Florida Rd. & Rivera Bella Dr., Topographic Survey 2015
- City of DeBary-Rob Sullivan Community Park Phase 2 ADA Accessible Emergency Access Road, Topographic Survey 2016

City of Edgewater Government, **Volusia County**, as Sub-Consultant

- Edgewater Dale Ave. to 10th Trail, Topographic Survey, Vacant Boundary Survey 2016

City of Orange City Government, **Volusia County**, as Prime Consultant

- East Banana Ave. Phase I, Boundary Survey, Environmental Assessment 2017
- Lift Station at Medical Center Drive, Topographic Survey 2017
- Marshall Pond Survey Request, Limited Topographic Survey 2017
- Dove Parcel, Easement Survey 2016
- Oak Hill Mobile Home Park-Parcels A & B, Boundary Survey 2016
- East Banana Ave. Plat of the Assessors Subdivision, Vacant Boundary Survey 2015

City of Orange City Government, **Volusia County**, as Sub-Consultant

- South Holly Avenue Community Redevelopment Agency Streetscape, Drainage & Utility Improvements, Topographic Survey, Utility Designation/Location 2017
- Blue Springs Nutrient Reduction Phase II - E. Graves Ave Drainage Improvements, Boundary Survey, Topographic Survey, Utility Designation 2016-2017
- Mill Lake Park:
 - Phase 3 Water Quality Improvements, Design Topographic Survey 2015-2016
 - Phase 2 Improvements, Topographic Survey 2015
 - Phase 1 Improvements, Topographic Survey 2015
- Stormwater Master Plan, Topographic Survey, Miscellaneous Surveying Services 2015
- Water Main Looping, Topographic Survey 2015

Volusia County Government Projects, as Prime Consultant

- Beville Rd. at Pelican Bay Dr. East Entrance Signalization, Utility Location, Clear (5) Traffic Control Device 2014
- Old Mission Rd. at Josephine St. Signalization, Design Topographic Survey (3) areas, as Sub-Consultant 2014
- Airport Corporate Center Beville Rd. at Pelican Bay Entrance, Topographic Survey 2012
- East Central Florida Regional Rail Trail Corridor (4.26 mi.), Topographic Survey, Control Route Survey, Wetlands Location 2012

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

JAMES L. PETERSEN, PSM

1990 Florida Registration LS4791

Volusia County Government Projects, as Sub-Consultant

- Normandy Blvd. Reclaimed Water Main Extension/Lancaster Park Water Main, Topographic Survey, Right-of-Way Survey, Utility Designation/Location 2017
- West Park Ave. Widening, Design Topographic Survey, Right-of-Way Survey & Mapping, Utility Designation/Location, Description/Sketches 2016-2017
- Rio Way Drainage Improvements & Utility Relocation, Topographic Survey, Establish Apparent Right-of-Way, Utility Location 2016

Volusia County General Projects, as Sub-Consultant

- Daytona Beach Convention Hotel, Description/Sketch 2017
- Hyatt Place Daytona Beach, ALTA/NSPS Land Title Survey 2017
- Orange City Residential Development - S. Leavitt Ave, Topographic Survey, Utility Designation 2016

Florida Department of Transportation District 5, as Sub-Consultant

- SR 15 (US 17) from SR 40 to Putnam County Line, *Volusia County*, Topography/DTM (3D), Roadway Cross-Sections/Profiles, Work Zone Safety, QA/QC, Supervision, Coordination, Document Research 2018
- SR A1A Permitting Support, *Flagler & Volusia Counties*, Topographic Survey, Horizontal/Vertical Project Control, Alignment & Existing ROW Lines, Reference Points, Topography/DTM (3D), Subdivision Location, Work Zone Safety, Supplemental Surveys (if approved), Field Reviews, QA/QC, Supervision & Coordination 2017
- Daytona Ave. Bridge Replacement (300 LF), *Volusia County*, Design Build Topographic Survey, Recover/Check Horizontal/Vertical Project Control, Topography/DTM (3D), Channel Survey, BHR Cross Sections, Jurisdiction Line Survey 2014

Florida Department of Transportation Local Agency Program, as Sub-Consultant

- Volusia County Turnball Bay Road Bridge Replacement (1 mi.), Horizontal/Vertical Project Control, Bench Line; Alignment & Existing Right-of-Way Lines, Reference Points, Topography/DTM (3D), Roadway Cross-Sections/Profiles, Utilities-Designation & (20) Test Holes, Drainage Survey, Bridge Survey, Channel Survey, Pond Site Survey, Jurisdiction Line Survey, Geotechnical Support, Sectional/Grant Survey, Subdivision Location, Maintained Right-of-Way, Work Zone Safety, Document Research, Field Reviews, Technical Meetings, QA/QC, Supervision, Coordination 2012-2015

Duke Energy Florida Volusia County Projects, as Prime Consultant

- Eau Claire Ave. to Summit, Construction Layout 2017
- Highbanks, South Shell Road Reconstructor, Construction Layout, Right-of-Way Staking 2017
- THOR 0335T8 - TD Pole Replacement, Survey Right-of-Way Staking, Utility Designation/Location, Utility Coordination for Pole Placement 2017
- THOR 2382T1-Debarry Plant to Orange City-New 230 kVLine, Construction Staking, Utility Designation/Location with GPR 2014-2017
- Tivoli Drive - Right-of-Way Stake, Construction Layout 2017
- THOR 2519T8-115 kV LiDAR: TDE-70 Transmission Pole Replacement, Utility Coordination; TDE-64 to TDE-75Transmission Pole Replacement, As-Built Survey; TDE-1 (TDE-64 to TDE-75), As-Built Survey 2014-2016
- THOR 2253T1-Deltona to Orange City (DOC Poles), Utility Location 2015
- Graves Avenue - North Side Survey, Construction Layout 2014
- Martin Luther King Jr. Blvd. Right-of-Way Staking, Construction Layout 2014
- Monastery Substation: Graves Avenue, Vacant Boundary Survey; New Feeder Location, Construction Layout; Normandy T-Loop, Certified Boundary Survey; 115kV Loop, Description/Sketch 2012-2014
- SR 17-92 & Benson Junction Road 2014 SH, Utility Designation/Location 2014
- THOR 264T5 Turner Plant-Deltona Phase 3, Utility Designation/Location, Survey Collection for (14) Pole Replacements, Descriptions/Sketches for (5) Proposed Easements, Topographic Survey & Utility Location for Structures TD-68, 69, 70, & 71 2012-2014
- Ed Stone Park Proposed Distribution Easement, Vacant Boundary Survey, Description/Sketch 2013
- Grand Ave., Right-of-Way Staking 2013
- THOR 2504T5 LiDAR 115kV-DC-1 - Capital Pole Replacement, Topographic, As-Built Survey, Utility Designation /Location 2013
- Orange City Feeder Right-of-Way, Construction Layout 2013
- Upstream Protection Device Breaker Installation, Utility Designation/Location 2013

Duke Energy Florida Volusia County Projects, as Sub-Consultant

- Turner Station Demo Support, Design Topographic Survey 2017
- Substation - Turner Plant, Utility Designation 2016
- THOR 2409T2 DL-1 Line Segment As-Built, As-Built Survey for DL-1 Line Segment of the Replaced Structures DL-5 & DL-6 2015
- NERC LiDAR Project-TO-2 Line Segment THOR# 2481T9, Construction Staking 2014
- NERC LiDAR Project-TO-1,2 Line Segment THOR# 2481T9, As-Built Survey 2014
- NERC Fix Project-TD-1 Line Segment THOR# 2481T7, As-Built Survey, Construction Staking 2013

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Education

Valencia Community College

Continuing Education for
Licensing Requirements

Mean High Water Surveying
Training FDEP Methodology

Professional Organizations

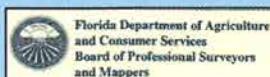
Central Florida Chapter of
the Florida Surveying &
Mapping Society

Volusia County Chapter of
the Florida Surveying &
Mapping Society

Florida Global Navigation
Satellite Systems (GNSS)
Users Group

National Society of
Professional Surveyors

Florida Surveying & Mapping
Society



LS4235

Professional Surveyor and Mapper
JAMES MICHAEL DUNN II

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2019

JAMES M. DUNN, II, PSM

1986 Florida Registration LS4235

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

Project Surveyor

FLORIDA

Years Employed (2000-Present)

Jim's responsibilities include research, reconnaissance, coordination and scheduling for a variety of projects. Jim has over **48 years of Professional Surveying Services** experience that has included the successful completion of thousands of Professional Surveying Services Projects. **Jim's commitment to your project is to be hands on with all task assignments, to ensure that SSMC's imbedded QA/QC guidelines are being followed to confirm the delivery of a quality product on time and within budget.**

BOWYER, SINGLETON, & ASSOC., INC./SR ROW Surveyor/Orlando, FL

(1984-2000)

ORANGE COUNTY SURVEY DEPT./Entry Level Field Crew Super., Orlando, FL

(1970-1984)

Relevant Project Experience

Volusia County Municipal Projects, as Prime Consultant

- City of Port Orange Nova Canal North & Halifax Drainage Basins (Centerline Elevation Survey of Drainage Ditches), Supplemental Surveying Services for Field Verification & Condition Assessment of the Stormwater Facilities 2017-2018
- City of Daytona Beach Beville Rd. Trail Project (10,400 LF), Design Topographic Survey 2017
- City of Daytona Beach Campbell Pool Parking Lot Improvements - Dickerson Center Park, Topographic Survey 2017
- City of Daytona Beach La Playa Resort Apparent Right-of-Way Survey, Establish Apparent Right-of-Way, Locate Sidewalk, Curbing, Edge of Pavement & Metal Utility Structure 2017
- City of Daytona Beach Modernization Densification Horizontal Control Network Ph. 2, Control Survey 2017
- City of Holly Hill Water Reclamation Facility Outfall Evaluation, Pre-Design Survey, Utility Designation/Location 2016

Volusia County Municipal Projects, as Sub-Consultant

- City of Ormond Beach US 1 NW Corridor Water Main Additions/Extension, Limited Design Topographic Survey 2018
- Volusia County Evidence Facility, Survey Collection of Utilities 2018
- City of Daytona Beach Westside Regional Water Reclamation Facility UV Retrofit and/or Upgrade, Utility Designation/Location, Topographic Survey 2017
- City of Daytona Beach Williamson Blvd. Reclaimed Water Line (2200 LF +/-), Topographic Survey, Utility Designation/Location 2017
- City of Edgewater Wastewater Treatment Plant Mixing Zone, Bathymetric Survey 2017
- City of Port Orange South Water Main Improvements (14510 LF +/-), Topographic Survey 2017
- City of Port Orange Stormwater Infrastructure Verification/Condition Assessment, Field Verification & Condition Assessment of 1,507 Structures; 1,368 Pipes; 67 Canals/Ditches; 79 Ponds; a Total of 3,021 Facilities. Add'l City Maintained SW Facilities-79 Structures; Non-City Maintained SW Facilities-448 Structures; 243-FDOT Structures. (79.8 mi) 2017
- Volusia County Normandy Blvd Reclaimed Water Main Extension/Lancaster Park Water Main, Topographic Survey, Right-of-Way Survey, Utility Designation/Location 2016-2017
- Volusia County West Park Ave. Widening, Design Topographic Survey, Right-of-Way Survey, Utility Designation/Location 2017
- City of Daytona Beach Multiuse Trail-International Speedway Blvd. at Peninsula Dr., Topographic Survey, Utility Location 2016
- City of Orange City Carpenter Ave. Design Level Survey (2000 LF), Design Level Survey, Utility Designation, Utility Location 2016
- City of Ormond Beach Melrose Ave. Outfall Replacement (1200 LF), Topographic Survey, Utility Designation 2016
- Volusia County Rio Way Drainage Improvements & Utility Relocation, Topographic Survey, Establish Apparent Right-of-Way, Utility Location 2016
- Volusia County Old Mission Rd. at Josephine St. Signalization, Design Topographic Survey (3) areas 2014

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RYAN E. JOHNSON, PSM

2017 Florida Registration LS7130

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION Project Surveyor

FLORIDA
Years Employed 2004-Present

Ryan has over 14 years of hands on Professional Surveying Services experience that has included the successful completion of hundreds of Professional Surveying Services Projects. Ryan is committed to ensuring the consistent delivery of a quality product on time and within the agreed upon budget.

Relevant Project Experience

Volusia County Municipal Projects, as Prime Consultant

- City of Port Orange Nova Canal North & Halifax Drainage Basins (Centerline Elevation Survey of Drainage Ditches), Supplemental Surveying Services for Field Verification & Condition Assessment of the Stormwater Facilities 2017-2018
- City of Daytona Beach Beville Rd. Trail Project (10,400 LF), Design Topographic Survey 2017
- City of Daytona Beach Campbell Pool Parking Lot Improvements - Dickerson Center Park, Topographic Survey 2017
- City of Daytona Beach La Playa Resort Apparent Right-of-Way Survey, Establish Apparent Right-of-Way, Locate Sidewalk, Curbing, Edge of Pavement & Metal Utility Structure 2017
- City of Daytona Beach Modernization Densification Horizontal Control Network Ph. 2, Control Survey 2017
- City of Holly Hill Water Reclamation Facility Outfall Evaluation, Pre-Design Survey, Utility Designation/Location 2016

Volusia County General Projects, as Sub-Consultant

- AT&T Field Engineering Services, Construction Layout 2016
- Duke Energy Florida THOR #2409T2 DL-1 Line Segment, As-Built Survey, 2014-2015
- Duke Energy Florida THOR #1485T1 Monastery 115kV Loop-New Transmission Line, Route Survey, Construction Staking, as-Built Survey, Utility Designation/Location 2013-2015
- Duke Energy Florida THOR #2481T7 TD-1, DED-1 & OD-1, Line, As-Built Survey 2014
- Residence Inn/Surfside Inn Daytona Beach Shores (1.9 ac.), As-Built Survey 2014
- Hitchens Islands Florida Department of Environmental Protection Easement, Descriptions/Sketches 2013

St. Johns River Water Management District Projects, as Sub-Consultant

- Crane Creek/M-1 Canal Flow Restoration Project, Brevard County: 2018
- Phase 1-D Dike Road, Topographic Survey 2018
- Phase 3-A Dike Road (Coastal Lane), Boundary Survey 2018
- Phase 3-B West of I-95, Boundary Survey 2018

Florida Department of Transportation District 5, as Sub-Consultant

- SR 9 (I-95) Widening from SR 406 to North of SR 44 (29.8 mi.), Brevard & Volusia Counties, Design Build Topographic Survey, Utility Location 2012-2016
- Daytona Ave. Bridge Replacement-Holly Hill (300 LF), Volusia County Design Survey 2014

Florida Department of Environmental Protection, as Prime Consultant

- Tomoka State Park-Management Line Survey (10,000 LF), Volusia County, Specific Purpose Survey 2013

Florida Department of Environmental Protection, as Sub-Consultant

- Ormond Beach Cleaners – Site Survey, Volusia County, Topographic Survey, Monitoring Wells 2018
- Sherwood Medical Industries NPL Site, Volusia County, Topographic Survey, Monitoring Wells 2018

St. Johns County General Projects, as Sub-Consultant

- AT&T Field Engineering Services, Construction Layout 2016

Education

University of Florida:
Bachelors of Science in
Geomatics (2016)

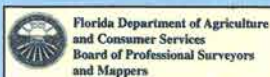
Valencia Community College
- A.S. in Civil-Survey

Professional Organizations

Member for the Central
Florida Chapter of the Florida
Surveying and Mapping
Society

National Society of
Professional Surveyors

Florida Surveying & Mapping
Society



LS7130

Professional Surveyor and Mapper
RYAN E. JOHNSON

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2019

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Education

University of Central
Florida, Master of Science,
Computer Engineering
(1986)

Georgia Institute of
Technology, Bachelor of
Civil Engineering (1983)

Professional Organizations

Florida Engineering
Society

American Society of Civil
Engineers

Florida Geodetic Users
Group

Associate Member of the
Florida Surveying &
Mapping Society

Florida Chapter of the
Urban & Regional
Information Systems
Association

American Public Works
Association



BRIAN R. GARVEY, PE, GISP

1987 Florida Registration #39479 / 2015 National GISP Certification #91332

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

FLORIDA

V.P./GIS Division Manager-GIS Project Manager

Years Employed (2000-Present)

Brian has **35 years** of Professional experience and has been employed with SSMC for **18 years** and has served as GIS Division Manager from start date. Brian is responsible for all **GIS Services** to include all aspects of GIS Database Design; Development & GPS Asset Inventories. Brian was responsible for the development of the company's Pavement Inventory and Condition Assessment program, as well as the management of all software development, instructional training, and GIS technical support for client firms. **Brian's role is to ensure that a quality GIS product is delivered on time and within the agreed upon budget.**

ENGINEERING & LAND SYSTEMS, INC./Pres./Project Mgr. /Winter Park, Florida (1989-2000)

BOYLE ENGINEERING CORPORATION/GIS Dept. Manager/Orlando, Florida (1986-1989)

MILLER, SELLEN, CONNER & WALSH, INC. /Project Civil Eng. /Orlando, Florida (1983-1985)

Relevant Project Experience

City of Port Orange, as Prime Consultant

- Nova Canal North & Halifax Drainage Basins, Supplemental Surveying Services for Field Verification & Condition Assessment of the Stormwater Facilities to include ditch cross-sections in chosen areas, Culvert/Structure critical elevations, Establish Vertical information on roads adjacent to the survey structures to determine the critical overtopping of drainage system during storm events, Flow restriction characteristics on selected bridge structures within the study area. 2017-2018

City of Port Orange, as Sub-Consultant

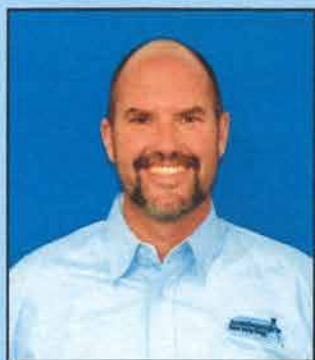
- Stormwater Infrastructure Verification/Condition Assessment, Field Verification & Condition Assessment of the Stormwater Facilities located within the Halifax & Nova Canal North Drainage Basins, (1,507) Structures; (1,368) Pipes; (67) Canals/Ditches; (79) Ponds, & additional City Maintained Stormwater Facilities (79) Structures; Non-City Maintained Stormwater Facilities (448) Structures; (243) FDOT Structures. (79.8 mi.) 2017

City of Orange City, as Sub-Consultant

- Phase I Stormwater Management Master Plan, Stormwater Facilities Inventory, Obtain & Install Source Materials, Structure Culvert & Pond GPS Inventory, Quality Control Review of the Collected Data 2015
- City of Lakeland, as a Sub-Consultant
- Lake System Hydraulic Management Plan, Stormwater Asset Inventory for: Lake Bonnett, Lake
- Wire, Lake Beulah, Lake Mirror, Lake Morton, Lake Hunter, Lake Hollingsworth, Lake Horney,
- Lake Bentley, & Bonny / Parker Control Structure, to include: Photo & Video Documentation; Inventory of Weir Structures without Outfall Culverts & Inventory of Drop Structure with Outfall Culvert 2017-2018

City of Orlando, as a Prime Consultant

- 2017 ADA Transition Plan Update, Preparation of an update ADA transition plan report for the City, documenting physical obstacles to the disabled, describing methods to make the facilities accessible, & preparing a schedule & cost estimate for making the facilities accessible. 2017-2018
- Comprehensive Stormwater Inventory & Condition Assessment for all City maintained Storm water Facilities for the following Phases (1 thru 6):
 - Ph. 6 – Stormwater Maintenance Updates (1671 structures) 2017-2018
- Stormwater Facilities Inventory of Narcoossee Road, Convert GIS data to DGN between SR 528 to South of SR 417 2018



Education

Dutchess Community
College

2 Years Liberal Arts

Numerous FDOT Seminars

Numerous Equipment
Training Seminars

MOT Trained

Professional Organizations

Associate Member of the
Sunshine State One Call

Member of the Florida
Utilities Coordinating
Committee

Associate Member of the
Central Florida Chapter of
the Florida Surveying and
Mapping Society

Member of Catholic
Cemetery Conference

Member of American Public
Works Association;

Member of American Society
of Civil Engineers, East
Central Branch



DARRYLL E. DEMARSH, GPRT

Employment

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION

Vice President / Utility Division Manager

FLORIDA

Years Employed (1999-Present)

Darryll has 25 years of Subsurface Utility Engineering experience. Darryll is responsible for coordinating, estimating, managing and administering utility projects for design, conflict verification and relocation. SSMC's Subsurface Utility Engineering services include Designation, Ground Penetrating Radar (GPR), Vacuum Excavation, Utility Coordination, Closed Circuit Television Video (CCTV) Inspection with Laser Profiling, Concrete Imaging, and Materials Thickness Testing (Ultrasonic Testing). **Darryll's role as Utility Division Manager is to commit to being hands on with any task assignments that involve utilities to ensure that each task is completed on time and within the agreed upon budget.**

THE SPECTRA GROUP, INC. / Project Specialist / Virginia Beach, Virginia

(1993-1999)

Relevant Project Experience

Volusia County Municipal Projects, as Prime Consultant

- City of Holly Hill Water Reclamation Facility Outfall Evaluation, Utility Designation/Location 2016
- City of Orange City Volusia County Baptist Church (South Orange Ave.), Utility Location, Survey Collection 2015
- City of Holly Hill Overhead to Underground Conversion Conduit System, Utility Designation 2014
- City of Holly Hill Mast Arm Signals at 3rd St. & US 1, Utility Designation/Location 2013
- City of Holly Hill Overhead to Underground Conversion Electric, Utility Location 2013

Volusia County Municipal Projects, as Sub-Consultant

- City of Daytona Beach Williamson Boulevard Reclaimed Water Line (2200 LF +/-), Utility Designation/Location 2017
- City of Deltona Alexander Ave. Site Improvements (800 LF), Utility Location 2017
- Volusia County Normandy Blvd RWM Extension/Lancaster Park WM, Utility Designation 2016
- Volusia County Turnball Bay Bridge Replacement (1 mi.), Utility Designation/Location 2012-2016
- City of Daytona Beach 6th St. & Kennedy Rd. Intersection Improvements (1,500 LF), Utility Designation/Location 2016
- City of Daytona Beach Ballough Rd. Bridge, FL / Marina Village, Utility Location 2016
- City of Ormond Beach Melrose Avenue Outfall Replacement (1200 LF), Utility Designation 2016
- City of DeBary Stormwater/Drainage Improvements Master Plan 2008-2015
 - 44 Seminole Dr., Topographic Survey, Utility Designation/Location 2015
 - 294 DeLeon Rd., Topographic Survey, Utility Location 2015
 - Adelaide St., Topographic Survey, Utility Location 2015
 - Master Plan 44 Seminole Dr., Utility Location 2015
 - 11 Hollow Pine Dr., Topographic Survey, Utility Location 2014
 - 410 North Pine Meadow Dr. Drainage Improvements, Utility Location 2014
 - Lakeside-Phase II Improvements Amendment #2, CCTV, Utility Location 2014
 - No Name Lake Stormwater Pump Station, Utility Designation/ Location 2014
- City of Port Orange Riverwalk, Utility Location 2015

Brevard County Municipal Projects, as Prime Consultant

- City of Palm Bay Leak Detection Services for water system 10 to 25 Miles of distribution pipe 12" varying in size from 6" to 12", Utility Designation/Location 2016
- City of West Melbourne US 192 Decorative Street Lighting, Utility Designation/Location 2016
- City of West Melbourne SR A1A, South Patrick Dr., Park Ave. & Cassia Blvd. Water Distribution, Utility Location 2015

Brevard County Municipal Projects, as Sub-Consultant

- Brevard County Sykes Creek – Zone North Force Main, Utility Location 2018
- City of Cocoa Dyal Water Treatment Plant, Utility Location, (25) Test Holes 2015
- City of Cocoa Water Supply Main (Wellfield Watermain), Subsurface Utility Designation/Location 2015
- City of Cocoa Water Main Replacement, Utility Designation/Location 2015

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SSMC's BRIEF HISTORICAL SUMMARY

Founded in 1972, Southeastern Surveying and Mapping Corporation (SSMC) is an independent, employee-owned Professional Surveying and Mapping, Geographic Information Systems (GIS), Subsurface Utility Engineering (SUE) and Grant Writing/Administration team that serves Florida's leading public and private organizations as the single largest Surveying and Mapping firm in the State of Florida.

SSMC's management staff of 25 hands on Licensed Professionals supervises 31 Survey/CAD/GIS Technicians and 45 Field Teams. The SSMC team is made up of 200+ individuals, 53 are Nationally Certified Survey Technicians (CST) & 8 are Nationally Certified GIS Professionals, (GISP) that work together as a team using state of the art resources both field and office to provide Geospatial solutions to our many public sector and private sector clients. SSMC's teams can be deployed to provide a single statewide source for Geospatial data, graphic presentation, database design, delivery, and management. The SSMC Project Managers in all divisions are hands on maintaining constant contact with the client while at the same time minimizing the need for the client's participation.

The SSMC team's administrative infrastructure includes continually updated Quality Control, Operations, Field Procedures, and Graphic Standards Manuals created and maintained in-house. The Manuals bring discipline and standardization to the work that is easy to translate to customer standards. Schedules at Southeastern Surveying are updated daily and budgets are reviewed weekly using custom software for time input and a Daily Schedule Report that is linked to an FDOT audited accounting system.

Our clients know that SSMC's emphasis on Quality, Schedule, and Budget are essential ingredients that make their projects successful, and they need only a single phone number for every measurement, map or database solution. We have learned from our over 46 years of experience that traditional Surveying and Mapping is only the start of a complete product and that knowledge was the beginning of our non-traditional Surveying services divisions.

Traditional Services

Land Surveying and Mapping by SSMC's Survey Division applies experience and a complete surveyor's toolkit including 4 WD vehicles, ATV's, boats, airboats, fathometers, Terrestrial Mobile and Static LIDAR, UAS, GPS, robotic and reflectorless total stations, digital levels, electronic field books and a proprietary data collection format, and graphic production using MicroStation, ArcInfo, AutoCAD Civil 3D, AutoCAD Land Development, TopoDOT, Revit, CAiCE, and GEOPAK tools to deliver compatible data in ready-to-use form to our clients and team members. Expedited schedules and budget compliance are full time concerns, with daily tracking and reporting by an in-house designed system customized to the requirements of a full-service Surveying and Mapping Team that works with Public Sector Clients daily.

Nontraditional Services

Subsurface Utility Designation and Location (Test Holes) by SSMC's full-service Utility Division, employs the best electronic sensing devices as well as Ground Penetrating Radar (GPR) and records research to designate underground utilities and then uses highly mobile, safe, nondestructive vacuum excavation equipment to uncover and positively identify them. The SSMC Utility Division also performs Closed Circuit Television (CCTV) Pipe Inspection Services. The system is used to perform condition and as-built inspections and includes laser profiling capabilities. Pipe thickness testing using Sonar Equipment is an additional service offered as an alternative to cutting coupons on aging force mains.

Nontraditional Services

Geographic Information Systems (GIS) are created and maintained by SSMC's full-service GIS Division. This division has been designing and developing digital maps and collecting data for their associated databases since 1989 and to date has completed inventory and condition assessment/inspection projects for over 300,000 storm water features that have included culverts, ponds, conveyances, levees, dams, pump stations and manholes working for clients in diverse areas from city streets to the Seminole Tribe of Florida swamps.

Detailed condition assessments and inspections linked to the geodatabase provide a resource for prioritizing future improvements. GPS equipped field teams from the GIS Division are readily available to furnish the data that populates the databases. Having located and mapped thousands of stormwater, water, wastewater and transportation assets, SSMC's GIS Division has developed comprehensive GIS data models which can be used to jump start a client's GIS implementations. All GIS database design and development, data conversion, field data collection and GIS data delivery are managed under a common supervisory structure.

This is an excellent example of how a “**Single Stop Survey Shop**” that has paid attention to their clients' needs over the years and made a substantial investment in the equipment, training and personnel that are ready to provide any traditional or nontraditional Surveying and Mapping needs without the need for outsourcing.

Government Experience

The **SSMC** team's years of experience building long term relationships with those municipalities listed below either by contract or by the assignment of new work by these municipalities is proof of our commitment to our **Local Government Clients**.

• City of Altamonte Springs	2004-Ongoing
• City of Apopka	1997-Ongoing
• City of Bunnell	2014-Ongoing
• City of Casselberry	2002-Ongoing
• City of Clermont	2009 Ongoing
• City of Cocoa	2016-Ongoing
• City of Daytona Beach	2008-Ongoing
• City of Eustis	2011-Ongoing
• City of Flagler Beach	2016-Ongoing
• City of Groveland	2008-Ongoing
• City of Gulfport	2015-Ongoing
• City of Holly Hill	2013-Ongoing
• City of Kissimmee	1994-Ongoing
• City of Lake Mary	2007-Ongoing
• City of Lakeland/Lakeland Electric	2015-Ongoing
• City of Largo	2012-Ongoing
• City of Leesburg	2008-Ongoing
• City of Maitland	1988-Ongoing
• City of Mascotte	2004-Ongoing
• City of Mount Dora	2014-Ongoing
• City of Ocala	2007-Ongoing
• City of Ocoee	1990-Ongoing
• City of Orange City	2015-Ongoing
• City of Orlando	2013-Ongoing
• City of Orlando Stormwater Facilities Inventory	2009-Ongoing
• City of Oviedo	2006-Ongoing
• City of Plant City	2017-ongoing
• City of Panama City	2017-Ongoing
• City of Port Orange	2004-Ongoing
• City of Sanford	2000-Ongoing
• City of St. Cloud	2012-Ongoing
• City of St. Petersburg	2015-Ongoing
• City of Tallahassee	2011-Ongoing
• City of Tampa	2013Ongoing
• City of Tavares	2011-Ongoing
• City of West Melbourne	2013-Ongoing
• City of Winter Garden	2013-Ongoing
• City of Winter Park	1995-Ongoing
• City of Winter Springs	1997-Ongoing
• Town of Astatula	2005-Ongoing
• Town of Montverde	2009-Ongoing
• Lake County Government	2001-Ongoing
• Lake County Public Schools	2008-Ongoing

SSMC's PAST EXPERIENCE PROVIDING SIMILAR CONSULTING SERVICES TO GOVERNMENTAL ENTITIES AND UNDERSTANDING

The Southeastern Surveying and Mapping Corp. (SSMC) team understands that the City of Holly Hill requires **Professional Surveying Services** on an on-demand basis with oftentimes an expedited schedule. The SSMC team has been providing these on-demand, often expedited Professional Surveying Services to Public Sector Clients such as and including the City of Holly Hill for decades. The SSMC Project Management Approach is founded on many core principles but consistency, commitment, qualified and experienced, staff members **25 licensed Professionals** and **53** Nationally Certified Survey Technicians (CST), **2** Certified Engineer Interns (EI) and **8** Certified Geographic Information System Professionals (GISP) along with modern technology, state of the art equipment and software are key components that make our SSMC team successful.

SSMC's SUMMARY OF OUR UNDERSTANDING AND OUR PAST EXPERIENCE WITH THE PROFESSIONAL SURVEYING SERVICES LISTED IN THE CITY OF HOLLY HILL SCOPE OF WORK FOUND ON PAGE 5 OF THE RFQ DOCUMENT

The Professional Surveying Services listed below consist of the types of Professional Surveying Services that SSMC has performed for Governmental Entities for **decades**. Each Surveying Service contains a brief description of SSMC's understanding of these Professional Surveying Services, and a brief description of SSMC's experience performing these Professional Surveying Services. These brief understanding and experience descriptions combined are proof that SSMC is qualified for this contract.

1. **Land or Boundary Surveys – FAC 5J-17.050-10(b)** – The primary purpose of these Surveys is to document the perimeters, or any one of them, of a parcel of land by establishing or re-establishing corners, monuments and boundary lines for the purposes of preparing descriptions, locating fixed improvements, dividing the parcel, platting the parcel, or preparing maps for purposes of sales, purchasing, condemnation or possibly to be used in court as documentation and or exhibits.

The SSMC team completes these daily and has completed thousands of these Surveys in the last 46 years. SSMC is qualified in FDOT Work Group 8.1, Control Surveying.

2. **Maintenance Plats – Not defined in FAC 5J-17** - These typically involve having a Maintenance Engineer walk the route with the SSMC Project Manager and identifies the maintenance limits that are then located by a SSMC field team. A map is then created and becomes the basis for the Maintenance Plat. A description of the maintained area is prepared. The Plat receives approval by the Maintenance Engineer, comments are addressed and the Plat is recorded.

SSMC has prepared Maintenance Plats for Orange County, Maintenance Plats for Lake County, Maintenance Plats for the City of Kissimmee and Maintenance Plats for SFWMD Canals in Osceola County

3. **Right-of-Way Location Surveys – Not defined in FAC 5J-17 (Sometimes called specific Purpose Survey or Boundary Survey)** – The primary purpose of these Surveys is typically to determine the limits of a strip of land for the establishment of boundaries, monumentation of right-of-way lines, and locating encroachments as well as providing final r/w maps.

SSMC is qualified in FDOT Work Group 8.1 and 8.4, Right of Way Control Surveying and Right of Way Mapping and performs these tasks on a daily basis.

4. **Ground Truthing for Aerial Photography – Not defined in FAC 5J-17** – The primary purpose of these Surveys is to determine the accuracy of the data extracted and drafted as a result of an Aerial Survey Mission performed by a Photogrammetry Firm.

SSMC is qualified in FDOT Work Group 8.3, Photogrammetric Mapping and performs these services regularly.

5. **Cross Sections for Drainage Basin Analysis – Not defined in FAC 5J-17** – These are typically performed to obtain sufficient data to be used by Stormwater Engineers in their stormwater modeling and typically involve a GIS deliverable to allow ease of entry into the stormwater modeling software.

The SSMC team has completed thousands of cross sections delivered in both a CAD and a GIS format as a part of stormwater modeling associated with Drainage Basin Analysis.

6. **Design Topographic Surveys – FAC 5J-17.050-10(k)** – The primary purpose of this Survey is to determine the horizontal and vertical spatial relation of selected natural and artificial features of a part of the Earth's surface to be typically used to design infrastructure improvements.

The SSMC team completes these daily and has completed thousands of these Surveys over the last 4 decades. SSMC is qualified in FDOT Work Group 8.2, **Design Topographic**, Right of Way and Construction Surveying.

7. **Construction Staking or Layout – FAC 5J-17.050-10 (d)** – This Survey refers to the measurements made, prior to or while construction is in progress, to control elevation configuration and horizontal position and dimensions.

SSMC field teams perform this task on a daily basis. SSMC's Project Approach includes obtaining and verifying the plans for the project. Obtaining verifying and using primary project horizontal and vertical control to set secondary project control. SSMC realizes that careful attention to details and a detailed review of all work that includes scrutinizing the plans and control provided and also the results of each day's field effort is essential. The SSMC team assigns and maintains the same personnel throughout the life of a project. The SSMC Team has been a part of all construction projects at all of the Central Florida Theme Parks for the last 30 years. The key to successful Construction Layout is remember to **CHECK, CHECK, and CHECK** again. SSMC is qualified in FDOT Work Group 8.2, **Design**, Right of Way and **Construction Surveying**.

8. **Preparation of Legal Descriptions and Sketches of Descriptions – FAC 5J-17.052 (a) (b)** – The primary purpose of a description written by a Surveyor and Mapper is to describe land boundaries by metes and bounds and provide definitive identification of boundary lines and when a sketch accompanies the property description, it shall show all information referenced in the description and shall state that such sketch is not a survey. The initial point in the description shall be tied to either a government corner, a recorded corner, or some other well-established survey point.

The SSMC team completes these daily and has prepared thousands of Descriptions and Sketches for both private and public sector clients for over four decades.

9. **Research of Property Titles - Not specifically defined in FAC, 5J-17,**

The SSMC team typically maps the project parcel based on the deed description found provided by the client or found in the title work and to also maps any easements that may encumber or benefit the project parcel. Next SSMC goes on line and reviews any available information found on the Property Appraisers site. Records research has evolved into accessing web sites and downloading information that used to take days. SSMC personnel have years of experience and thousands of jobs completed that have involved extensive records research. If necessary SSMC has an agreement with **First American Title** to order an ownership and encumbrance search for reasonable fee that is passed along to the client with no mark up.

10. **Serve as City Surveyor for all Plat Review and Recording – Florida Statutes Part 1 Platting 177.011- 177.151-** The review of Subdivision Plats is typically performed by a Florida Licensed Surveyor and Mapper using the Florida Statutes as a guideline along with the specific requirements of the Municipality that the Plat is located in.

SSMC regularly performs Plat Review Services for a number of Public Sector Clients under Professional Surveying and Mapping Services Contracts to include the Cities of Altamonte Springs, Apopka, Belle Isle, Casselberry, **DeBary**, **Edgewater**, Groveland, Largo, Longwood, Maitland, Ocoee, **Orange City**, Oviedo, **Port Orange** St. Petersburg, Tavares and Winter Springs. This Plat Review Service also uses each cities specific Plat Requirements in addition to the Florida Statute and could involve both an office and a field effort to verify the monuments are set depending on the client's direction.

11. **Establish GPS Coordinates at Designated Locations or Control Surveys – FAC 5J-17.050-10 (e)** – This survey provides horizontal or vertical position data for the support or control of subordinate surveys or for mapping.

SSMC's field teams typically perform this task as a part of a Right of Way project or for new construction. New construction baseline geometry is furnished and existing baselines are re-established by recovering, locating and analyzing evidence of the original baseline. The approach to setting reference monumentation for each key baseline point is to ensure that the set references are outside of proposed construction and are inter-visible to be used by a layout crew during construction and later by others to re-establish the baseline and this task is typically based on a compilation and results of a number of previous tasks.

SSMC is qualified in FDOT Work Group 8.1, Control Surveying. (For Boundary or Construction) and 8.2, Design, Right of Way and Construction Surveying.

12. **Provide Consulting Expertise in the Development of the City's GIS and GPS Systems – Not defined in FAC 5J-17** – Please see the GIS Services summary below that explains SSMC's understanding and experience with GIS and GPS Systems
13. **Perform Subsurface Utility Exploration – Not defined in FAC 5J-17**
 - **Utility Designation Services (Paint/Flags) – Not defined in FAC 5J-17** – This task typically involves the use of SSMC's specialized equipment including Ground Penetrating Radar (GPR).
 - **Utility Locating Services (Test Holes) – Not defined in FAC 5J-17** – This task typically involves the use of SSMC's specialized equipment including nondestructive vacuum excavation.

SSMC's trained GPR technicians detect the location of subsurface utilities using GPR to provide information in the design or construction phase of a project to avoid damage to the utility and expose specific subsurface utilities.

SSMC's trained technicians use specialized nondestructive vacuum excavation equipment to perform Test Holes in those areas of conflict with designed new utilities or during construction to avoid damage. This method is used to obtain an exact location. The goal is to avoid conflicts during construction.

SSMC's SUMMARY OF OUR UNDERSTANDING AND OUR PAST EXPERIENCE WITH PROFESSIONAL SURVEYING SERVICES "NOT" LISTED IN THE CITY OF HOLLY HILL SCOPE OF WORK, BUT THAT BASED ON OUR DECADES OF WORKING WITH GOVERNMENTAL ENTITIES WE WILL PERFORM OVER THE LIFE OF A PROFESSIONAL SURVEYING SERVICES CONTRACT

1. **Hydrographic Surveys – FAC 5J-17.050-10(f)** – The primary purpose of this Survey is the determination of data relating to bodies of water which may consist of the determination of one or several of the following classes of data: depth of water and configuration of bottom; directions and force of current; heights and times of water stages; and location of fixed objects for survey and navigation purposes.

SSMC has specialized fathometers and software to complete these types of Surveys and has completed hundreds of these Surveys most recently for SWFWMD and SFWMD.

2. **As-Built Surveys – FAC 5J-17.050-10(a)** – The primary purpose of these Surveys is to obtain horizontal and/or vertical dimensional data so that constructed improvements may be located and delineated; also known as a Record Survey.

SSMC regularly performs this task associated with new construction and providing to a contractor for his final submittal in order to obtain his Certificate of Completion or payment of the contractor for completed work. The SSMC project approach includes the guidelines of FAC 5J-17.

3. **Mean High Water Line Survey (MHWLS) – 5J-17.050-10(g) and 177.28** – The primary purpose of this Survey is to determine and document the limits of sovereignty when a parcel is adjacent to "tidal influenced water" and is critical when tabulating categories of land values.

SSMC has 12 team members that are trained in the FDEP method of performing this task and has completed hundreds of these Surveys on both the Atlantic and the Gulf Coast.

4. **Quantity Surveys – FAC 5J-17.050-10 (h)** – This survey is performed to obtain measurements of quantity.

SSMC is presently using Terrestrial LiDAR to perform Volumetric Quantity Surveys for a variety of clients on a scheduled basis. A project for Orange County Storm Water Engineering involved determining Sand Bar Volumes for Removal Permitting through the Saint John's Water Management District in 14 local lakes.

5. **Specific or Special Purpose Surveys or Miscellaneous – FAC 5J-17.050-10(j)** – These are Surveys that cannot be "definitely" described by any description found in FAC 5J-17.050, but we have found that it is typically possible to relate to something. (This must not be used to circumvent compliance with defined Surveys).

SSMC has assembled 3 **Specific Divisions** working together to meet our client's needs for a reason. **SSMC** is confident that these divisions will be capable of completing any Special Survey Services requested.

6. **Expert Witness Services – Not defined in FAC, 5J-17** – These services are typically required when adjourners dispute the location of a common boundary line or when right of way or easement takes occur in cases of eminent domain and the parcel owners' object for a variety of reasons and may include advice, assistance, and possible court/administrative hearing appearances.

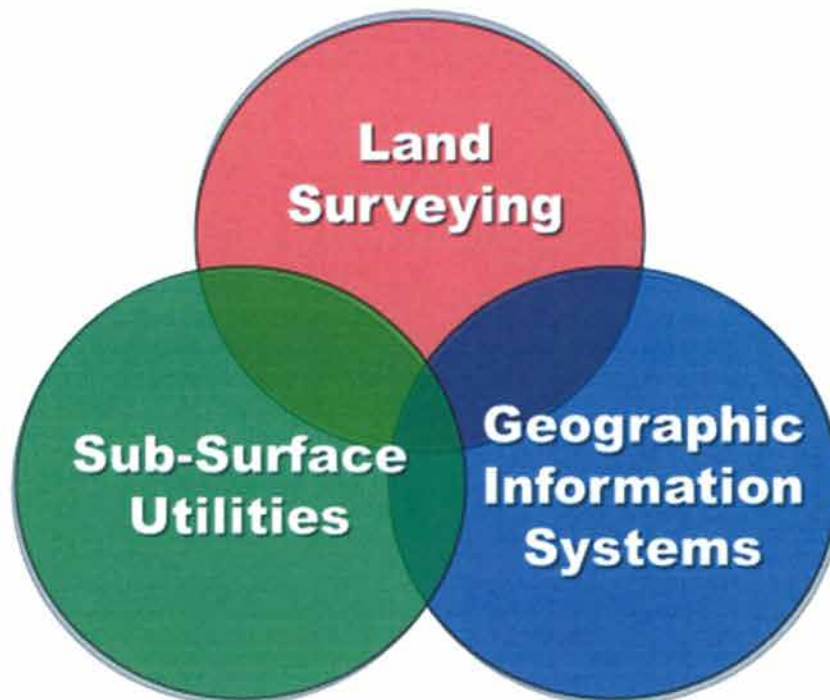
SSMC's Survey Project Manager and management team have performed in a total of six cases of boundary dispute. The **SSMC** team has many years of experience serving the legal community on every level of detail, to include a Continuing Surveying Services Contract with Seminole County that has benefited the County Attorney's Office on more than one occasion. The **SSMC** Project Approach is to thoroughly review all data relative to the subject being disputed and to thoroughly understand what the Attorney's objectives are prior to and while in court in the capacity of an Expert Witness.

SSMC's EXPERIENCE PROVIDING GIS SERVICES TO GOVERNMENTAL ENTITIES AND UNDERSTANDING (INCLUDES GPS)

1. **Technical Support (e.g., for GIS or asset management software)** – The **SSMC** GIS team understands GIS and the many tools necessary to manage geographic information. **SSMC** also understands the importance of passing our knowledge on to our clients. What good is a new system if you can't use it? **SSMC** examines every step of the processes. **SSMC** designs and document, it thoroughly so we can create user's manuals that are straight forward and easy to use. The **SSMC** team also employs professionals certified by ESRI to teach our clients how to better use the tools that they provide
2. **Software training (e.g. ESRI ArcGIS and related software)** – Our dedication to GIS education goes well beyond training ourselves and our clients. The **SSMC** GIS team can provide software training for the **City of Holly Hill** GIS users in a wide variety of applications including ESRI's ArcPad, ArcGIS Mobile, ArcGIS for Desktop, and ArcGIS Online as well as APWA's MicroPAVER pavement management systems software. Each training session will be custom tailored to the individual needs of the **City of Holly Hill**.
3. **Assistance with ArcGIS software upgrades and other GIS software selection and/or installation** – The **SSMC** team ESRI certified GISPs are ready to teach our clients how to better use a wide variety of applications including ESRI's ArcPad, ArcGIS Mobile, ArcGIS for Desktop, and ArcGIS Online as well as APWA's MicroPAVER pavement management systems software.
4. **GPS and related equipment recommendations, setup, maintenance, and/or training** – Because we work in the field on a daily basis, the **SSMC** team understands the practical "real world" applications of collecting GIS data in the field. The **SSMC** team uses a wide variety of field data collection software and GPS receivers on a daily basis including Trimble GeoXH mapping grade receivers, Trimble Terrasync field data collection software, Trimble Pathfinder Office processing software, ESRI's ArcPad and ArcGIS Mobile data collection software. We can develop customized software training classes covering any aspect of the use of these tools. In addition, because of our wide variety of project experience, we can assist the **City of Holly Hill** with recommendations for new hardware purchases, deploying tablet solutions in the field, as well as the use of Android and Apple IOS smartphone solutions for GIS data collection and data maintenance. In addition to training **City of Holly Hill** staff on the operation of hardware and software tools, **SSMC** can also provide training and documentation describing the features and attributes of the City's water, wastewater and stormwater data models, which allows to City staff to efficiently maintain and update their GIS databases
5. **QA/QC and/or editing of City's GIS related to water, wastewater, reclaimed water, stormwater, streets, sidewalks, trees, various structures, and/or other infrastructure** – In addition to training **City of Holly Hill** staff on the operation of hardware and software tools, **SSMC** can also provide training and documentation describing the features and attributes of the City's water, wastewater and stormwater data models, which allows to City staff to efficiently maintain and update their GIS databases
6. **Editing and/or QA/QC of City zoning, existing and future land use GIS data** – **SSMC's** GIS Division has experience preparing Citywide GIS Zoning Maps and Citywide GIS Future Land Use Maps and are capable of making any needed edits or performing QA/QC of existing and future land use GIS data.

7. **Editing and/or QA/QC of City Limits, parcel, and or other GIS data** – Working with the City of Apopka in 2010 SSMC prepared City Limits parcel maps and in 2017 SSMC edited these maps to identify the water and sewer service areas, coordinating all with Orange County Utilities. SSMC's GIS team is capable of making any needed edits or performing QA/QC of the existing and future City Limits, parcel maps and other GIS data.
8. **Various analysis using GIS** – SSMC's GISP's are experienced at using GIS analysis tools that benefit both our in-house projects and our private and public-sector client's projects.
9. **Metadata development and maintenance** – SSMC's GISP's are experienced and skilled at developing and maintaining project metadata. They do this on a daily basis as a part of building and populating databases.
10. **Preparation of various GIS based exhibits and maps** – The SSMC GIS team performs these tasks on a daily basis for both clients and in-house use. The SSMC GIS team, prepared 911 GIS Map Books for the City of Casselberry Fire Department and has prepared hundreds of exhibits and maps for a variety of private and public-sector clients.
11. **Scanning, digitization, georeferencing, and/or integration of plans, as-builts and other records and information into GIS and /or asset management database** – The SSMC GIS team has completed these tasks for a number of public sector clients to kick start and populate a client's database or even add to an existing database. This is typically one of the initial steps in building an asset management database. These specific tasks were an integral part of building a database for the Toho Water Authority.
12. **Transfer of CAD or other data into GIS and/or maintenance of asset management database** – SSMC Survey and GIS staff complete this task on a daily basis for a variety of private and public-sector clients. The transfer of CAD data into GIS to populate an asset management database was used for our city wide stormwater Asset Management Inventory performed for the City of Orlando that started in 2009 and is ongoing in a maintenance phase today.
13. **Assistance with selection, implementation, and / or maintenance of asset management software** – Ultimately, the data in the GIS needs to support the decision-making processes within the City of Holly Hill as part of the operation and maintenance of the Water, Wastewater, and Stormwater utilities. Part of this process may include the migration of the GIS data into a dedicated asset management system (AMS) which links the City's GIS utility assets to its work request, work order, scheduling and cost accounting systems. In order to do this, SSMC staff will review the City's existing business software and identify opportunities for GIS integration and recommend tools and business processes to develop a functional AMS. While SSMC is a Cartègraph business partner and has implemented AMS solutions for Lake County and the City of Orlando in the Cartègraph environment, we are not tied to any one specific vendor, and have designed and populated GIS databases to work with a wide variety of AMS vendors including Hansen and Cityworks.
14. **Pavement evaluation and / or database updates (including the City's Paver software database)** – The primary purpose of **Pavement Management Systems** is to improve the efficiency of decision making in the allocation of funds for maintenance, resurfacing, or reconstruction of the County's roadway facilities. A strategy is developed on whether to pay today or pay tomorrow to improve the infrastructure. Our team has experience working through this exact process and we know what is needed to make sure that you are able to defend a flexible and cost-effective prioritization plan. The SSMC team has been providing large scale Pavement Management Programs for **Orange County** and **Seminole County** for over **6 years** and has also provided Pavement Management System, Paver and PCI Survey Inspection training for consultants teaming on Pavement Management Projects.
15. **Field asset/infrastructure inventory (e.g., "survey" of existing structures and incorporating/updating related data in GIS) – Not specifically defined in FAC 5J-17** – This task is typically performed as a part of a GIS utility/public infrastructure survey and involves the use of specialized centimeter or sub- meter accuracy "Survey equipment and procedures" and the end product is used to populate a geodatabase and has been completed for a number of clients in the last several years.
16. **Assistance with GIS integration with other City software or applications, including QA/QC and/or updates to the City's Land Management File to ensure consistency with GIS** – Existing as-built and record drawing data that exist in the project areas will be converted from paper drawings, images of scanned paper drawings, and existing AutoCAD files. The SSMC team will work to collect all available source records and develop a data conversion strategy customized to each particular portion of the City depending upon the availability and quality of the existing record information.

- 17. Application maintenance or development** – The first step in **SSMC's** systems analysis and design process is to define the current system. After identifying system constraints, **SSMC** moves on to the design stage of our process. Following that **SSMC** tests the system for compatibility with the **City of Holly Hill's** existing systems and processes. Documentation is important throughout the entire process. **SSMC** documents the design stages and explains the process from beginning to end.
- 18. Database maintenance or development** – **SSMC** has experienced database developers on staff to complete this assignment. GIS Data Development Utilizing Scanned Record Drawings, Migration of existing CAD data into GIS format, Collection of GIS data in the Field to create a new database or supplement an existing database. Standardization of data values by establishing domains and "pull down" selection lists, QC Reviews of existing databases, Conflation of multiple source databases to remove duplicate redundant data, Development of standardized FGDC compliant metadata documenting GIS database content
- 19. General consulting** – **SSMC** has decades of general consulting experience and **SSMC** has assembled three Specific Divisions working together to meet our client's needs for a reason. **SSMC** is confident that one or more of these divisions will be capable of completing any Survey, GIS or SUE Service requested. **SSMC** will work with the **City of Holly Hill** in a general consulting capacity to perform a wide range of on call tasks which might include business process identification, and development of land development requirements including the required submittal of digital as-built drawings suitable for data entry into the City's GIS databases.
- 20. Data hosting and remote services, including on line GIS and including the provision backup/redundancy measures to ensure that such services continue during emergencies especially when such services may be required to be used by the City staff during emergencies** – When paired with the ArcGIS Online platform, our Online Cloud Environment allows **SSMC** to create resources (web maps and apps) that reference our client's spatial data residing in an ArcGIS for Server environment. Whether you are leveraging shared or dedicated ArcGIS for Server resources in the Cloud, you are guaranteed the best of Esri's enterprise GIS products without the cost and overhead of an on-premises deployment. Since each ArcGIS Desktop license includes one complimentary ArcGIS Online Named User account, most of our GIS clients can enjoy the power and performance of ArcGIS® Server without the added expense!
- 21. "Surveying", GIS, and asset management-related services** – The **SSMC** team's decades of experience working with utility and public works professionals gives us an understanding of the industry's standards for graphic representations of utility assets. **SSMC's** staff is able to assist and support the **City of Holly Hill** GIS users to build clean concise maps that clearly illustrate the intricacies of complex water, wastewater and stormwater utility systems.



PREVIOUS EXPERIENCE IN PROFESSIONAL SURVEYING SERVICES

Founded in 1972, Southeastern Surveying and Mapping Corporation (SSMC) is an independent, employee-owned Professional Surveying and Mapping, Geographic Information Systems (GIS), Subsurface Utility Engineering (SUE) and Grant Writing/Administration team that serves Florida's leading public and private organizations as the single largest Surveying and Mapping firm in the State of Florida.

SSMC's management staff of 25 hands on Licensed Professionals has a combined total of over 550 years of experience and supervises 31 Survey/CAD/GIS Technicians and 45 Field Teams. The SSMC team is made up of 200+ individuals, 53 are Nationally Certified Survey Technicians (CST) & 8 are Nationally Certified GIS Professionals, (GISP) that work together as a team using state of the art resources both field and office to provide Geospatial solutions to our many public sector and private sector clients. SSMC's teams can be deployed to provide a single statewide source for Geospatial data, graphic presentation, database design, delivery, and management. The SSMC Project Managers in all divisions are hands on maintaining constant contact with the client while at the same time minimizing the need for the client's participation.

The SSMC team's administrative infrastructure includes continually updated Quality Control, Operations, Field Procedures, and Graphic Standards Manuals created and maintained in-house. The Manuals bring discipline and standardization to the work that is easy to translate to customer standards. Schedules at Southeastern Surveying are updated daily and budgets are reviewed weekly using custom software for time input and a Daily Schedule Report that is linked to an FDOT audited accounting system.

Our clients know that SSMC's emphasis on Quality, Schedule, and Budget are essential ingredients that make their projects successful, and they need only a single phone number for every measurement, map or database solution. We have learned from our over 45 years of experience that traditional Surveying and Mapping is only the start of a complete product and that knowledge was the beginning of our non-traditional Surveying services divisions.

Traditional Services

Land Surveying and Mapping by SSMC's Survey Division applies experience and a complete surveyor's toolkit including 4 WD vehicles, ATV's, boats, airboats, fathometers, Terrestrial Mobile and Static LiDAR, UAS, GPS, reflectorless total stations, digital levels, electronic field books and a proprietary data collection format, and graphic production using MicroStation, ArcInfo, AutoCAD Civil 3D, AutoCAD Land Development, TopoDOT, Revit, CAiCE, and GEOPAK tools to deliver compatible data in ready-to-use form to our clients and team members. Expedited schedules and budget compliance are full time concerns, with daily tracking and reporting by an in-house designed system customized to the requirements of a full-service Surveying and Mapping Team that works with Public Sector Clients daily.

Nontraditional Services

Subsurface Utility Designation and Location (Test Holes) by SSMC's full-service Utility Division, employs the best electronic sensing devices as well as Ground Penetrating Radar (GPR) and records research to designate underground utilities and then uses highly mobile, safe, nondestructive vacuum excavation equipment to uncover and positively identify them. The SSMC Utility Division also performs Closed Circuit Television (CCTV) Pipe Inspection Services. The system is used to perform condition and as-built inspections and includes laser profiling capabilities. Pipe thickness testing using Sonar Equipment is an additional service offered as an alternative to cutting coupons on aging force mains.

Nontraditional Services

Geographic Information Systems (GIS) are created and maintained by SSMC's full-service GIS Division. This division has been designing and developing digital maps and collecting data for their associated databases since 1989 and to date has completed inventory and condition assessment/inspection projects for over 300,000 storm water features that have included culverts, ponds, conveyances, levees, dams, pump stations and manholes working for clients in diverse areas from city streets to the Seminole Tribe of Florida swamps.

Detailed condition assessments and inspections linked to the geodatabase provide a resource for prioritizing future improvements. Having located and mapped thousands of stormwater, water, wastewater and transportation assets, SSMC's GIS Division has developed comprehensive GIS data models which can be used to jump start a client's GIS implementations. All GIS database design and development, data conversion, field data collection and GIS data delivery are managed under a common supervisory structure.

This is an excellent example of how a “**Single Stop Survey Shop**” that has paid attention to their clients’ needs over the years and made a substantial investment in the equipment, training and personnel that are ready to provide any traditional or nontraditional Surveying and Mapping needs without the need for outsourcing.

Local Government Experience

The **SSMC** team’s years of experience building long term relationships with those municipalities listed below either by contract or by the assignment of new work by these municipalities is proof of our commitment to our **Local Government Clients**.

Relevant Florida/Local Government Experience Providing Professional Surveying Services It is our Business Model

• City of Altamonte Springs	2004-Ongoing
• City of Apopka	1997-Ongoing
• City of Bunnell	2014-Ongoing
• City of Casselberry	2002-Ongoing
• City of Clermont	2009 Ongoing
• City of Cocoa	2016-Ongoing
• City of Daytona Beach	2008-Ongoing
• City of Eustis	2011-Ongoing
• City of Flagler Beach	2016-Ongoing
• City of Groveland	2008-Ongoing
• City of Gulfport	2015-Ongoing
• City of Holly Hill	2013-Ongoing
• City of Kissimmee	1994-Ongoing
• City of Lake Mary	2007-Ongoing
• City of Lakeland/Lakeland Electric	2015-Ongoing
• City of Largo	2012-Ongoing
• City of Leesburg	2008-Ongoing
• City of Maitland	1988-Ongoing
• City of Mascotte	2004-Ongoing
• City of Mount Dora	2014-Ongoing
• City of Ocala	2007-Ongoing
• City of Ocoee	1990-Ongoing
• City of Orange City	2015-Ongoing
• City of Orlando	2013-Ongoing
• City of Orlando Stormwater Facilities Inventory	2009-Ongoing
• City of Oviedo	2006-Ongoing
• City of Plant City	2017-ongoing
• City of Panama City	2017-Ongoing
• City of Port Orange	2004-Ongoing
• City of Sanford	2000-Ongoing
• City of St. Cloud	2012-Ongoing
• City of St. Petersburg	2015-Ongoing
• City of Tallahassee	2011-Ongoing
• City of Tampa	2013Ongoing
• City of Tavares	2011-Ongoing
• City of West Melbourne	2013-Ongoing
• City of Winter Garden	2013-Ongoing
• City of Winter Park	1995-Ongoing
• City of Winter Springs	1997-Ongoing
• Town of Astatula	2005-Ongoing
• Town of Montverde	2009-Ongoing
• Lake County Government	2001-Ongoing
• Lake County Public Schools	2008-Ongoing

SSMC'S FAMILIARITY WITH THE CITY OF HOLLY HILL, VOLUSIA COUNTY AND CITIES WITHIN VOLUSIA COUNTY

Relevant Projects that Demonstrate Area Familiarity and Experience

City of Holly Hill, as Prime Consultant

- Water Reclamation Facility Outfall Evaluation, Design Topographic Survey including Utility Designation/Location 2016
- Overhead to Underground Conversion:
Conduit System, Utility Designation 2014
- Electric, Utility Location 2013
- Holly Hill Pier, Boundary Survey, Descriptions/Sketches (2) 2014
- Mast Arm Traffic Signals at 3rd St. and US 1, Utility Designation/Location 2013

City of Holly Hill, as Sub-Consultant

- Holly Hill Pier, Construction Layout, As-Built Survey 2014

Projects within the City of Holly Hill

- Walmart Pickup Store, Subsurface Utility Designation, with Survey Collection 2018
- Volusia County School Board - Holly Hill Elementary School K-8 Conversion, Utility Designation & Verification 2010
- Holly Hill Water Treatment Plant (5 ac):
Subsurface Utility Designation and Location (2000 LF) to include M.O.T. 2009
- Subsurface Utility Designation and Location to include: 10 Test Holes with M.O.T. 2008
- FDOT District 5 - Holly Hill Outfall along Granada St., Drainage Survey 1998

Volusia County and Cities within Volusia County:

- City of DeBary Stormwater Acquisition Program, as Sub-Consultant:
204 Grande Vista St., Vacant Boundary Survey 2018
- 405 West Highbanks, Boundary Survey 2018
- 409 West Highbanks, Boundary Survey 2018
- City of Port Orange Nova Canal North & Halifax Drainage Basins, Surveying Services for Field Verification and Condition Assessment of the Stormwater Facilities to include ditch cross-sections in, Culvert/Structure critical elevations, Establish Vertical information on Rd.s adjacent to the survey structures to determine the critical overtopping of drainage system during storm events, Flow restriction characteristics on selected bridge structures within the study area. 2017-2018
- SR A1A Permitting Support, Flagler and Volusia Counties, Topographic Survey, Horizontal/Vertical Project Control, Alignment & Existing ROW Lines, Reference Points, Topography/DTM (3D), Subdivision Location, Work Zone Safety, Supplemental Surveys (if approved), Field Reviews, QA/QC, Supervision and Coordination 2017
- City of Daytona Beach Beville Rd. Trail Project (10,400 LF), Design Topographic Survey 2017
- City of Daytona Beach La Playa Resort Apparent ROW Survey, Establish Apparent Right-of-Way, Locate Sidewalk, Curbing, Edge of Pavement & Metal Utility Structure 2017
- City of Daytona Beach Modernization Densification Horizontal Control Network Ph. 2, Control Survey 2017
- City of Daytona Beach Westside Regional Water Reclamation Facility UV Retrofit and/or Upgrade, Utility Designation/Location, Topographic Survey, as Sub-Consultant 2017
- City of Daytona Beach Williamson Boulevard Reclaimed Water Line (2200 LF +/-), Utility Designation/Location 2017
- City of Edgewater Wastewater Treatment Plant Mixing Zone, Bathymetric Survey, as Sub-Consultant 2017
- Volusia County Normandy Blvd Reclaimed Water Main Extension/Lancaster Park Water Main, Topographic Survey, Right-of-Way Survey, Utility Designation/Location, as Sub-Consultant 2017
- Volusia County West Park Ave. Widening, Design Topographic Survey, ROW Survey & Mapping, Utility Designation/Location, as Sub-Consultant 2017
- City of DeBary 265 Ponce Lane Drainage Improvements, Topographic Survey, as Sub-Consultant 2017
- City of DeBary Stormwater Master Plan Projects, as Sub-Consultant:
Staff Gauge Replacements and Double Check Vertical Control 2010-2017
- 265 Ponce Lane Drainage Improvements, Topographic Survey 2017
- 44 Seminole Dr. Drainage Improvements, Topographic Survey 2015
- 250 Adelaide St. Drainage Improvements, Topographic Survey 2014-2015
- 294 DeLeon Rd. Drainage Improvements, Topographic survey, Benchmarks, Test Holes 2015
- Fort Florida Rd. & Rivera Bella Dr., Topographic Survey 2015
- Staff Gauge Replacements Citywide, Replace Staff Gauges 2015
- 11 Hollow Pine Dr. Drainage Improvements, Topographic Survey with Utility Location, 2014
- 410 N. Pine Meadow Dr. Drainage Improvements, Topographic Survey, Utility Location 2014
- No Name Lake Stormwater Pump Station Highbanks Rd., Topographic Survey, Utility Location 2014
- Volusia County Miller Lake Stormwater Management, Additional Design Survey
- Transit Oriented Development Culvert Control Structure Elements Locations #'s 1 thru 9, Topographic Survey

• City of DeBary Stormwater Master Plan Projects, as Sub-Consultant (Continued):	
• 54 & 58 Shell Rd. Drainage Improvements, Topographic Survey	2013
• Lakeside HOA DeBary Golf and Country Stormwater Pond Repairs, Topographic Survey	2013
• Transit Oriented Development, Topographic Survey	2013
• Lakeside Gravity Outfall System Phase 2, Topographic Survey	2012
• Lakeside Gravity Outfall System Phase 1, Topographic Survey	2012
• Naranja Rd. 2nd St. Improvements, Design Survey	2012
• City of Deltona Alexander Ave. Site Improvements (800 LF), Utility Location	2017
• City of Orange City Blue Springs Nutrient Reduction Project Phase 2 E. Graves Ave. Drainage Improvements, Topographic Survey, Utility Designation/Location	2017
• City of Orange City East Banana Ave Phase I, Boundary Survey, Environmental Assessment	2017
• City of Orange City South Holly Avenue CRA St.scape & Utility Improvements, Topographic Survey, Utility Designation/Location	2017
• City of Orange City Terrace Hill Stormwater Ponds, Design Topographic Survey, Utility Designation	2017
• City of Port Orange Causeway Park, Descriptions/Sketches, Field Effort	2017
• City of Port Orange Gopher Tortoise Recipient Area Conservation Easement - Phases 1-7, Description/Sketch	2017
• City of Port Orange Police Shooting Range Facility, Boundary Survey, Topographic Survey, Wetland Location	2017
• City of Port Orange Stormwater Infrastructure Verification/Condition Assessment, Field Verification & Condition Assessment of the Stormwater Facilities located within the Halifax & Nova Canal North Drainage Basins, (1,507) Structures; (1,368) Pipes; (67) Canals/Ditches; (79) Ponds, & additional City Maintained Stormwater Facilities (79) Structures; Non-City Maintained Stormwater Facilities (448) Structures; (243) FDOT Structures. (79.8 mi.), as Sub-Consultant	2017
• Volusia County (V.C.)-Normandy Blvd. Reclaimed Water Main Extension/Lancaster Park Water Main, Topographic Survey, Right-of-Way Survey, Utility Designation/Location, as Sub-Consultant	2017
• V.C.-West Park Ave. Widening, Design Topographic Survey, Right-of-Way Survey & Mapping, Utility Designation/Location, as Sub-Consultant	2017
• City of DeBary Benson Junction Rd. & S. Shell Rd., Survey Review	2016
• City of DeBary Rob Sullivan Community Park Phase 2 ADA Accessible Emergency Access Rd., Topographic Survey, as Sub-Consultant	2016
• City of Orange City Dove Parcel, Easement Survey	2016
• City of Orange Mill Lake Park, as Sub-Consultant:	
• Phase 3 Water Quality Improvements, Design Topographic Survey	2015-2016
• Phase 2 Improvements, Topographic Survey	2015
• Phase 1 Improvements, Topographic Survey	2015
• City of Orange City Oak Hill Mobile Home Park-Parcels A & B, Boundary Survey	2016
• City of Orange City East Banana Ave. Plat of the Assessors Subdivision, Vacant Boundary Survey	2015
• City of Orange City Phase I Stormwater Management Master Plan, Stormwater Facilities Inventory, Obtain & Install Source Materials, Structure Culvert & Pond GPS Inventory, Quality Control Review of the Collected Dated	2015
• City of Orange City Volusia County Baptist Church (South Orange Ave.), Utility Location, Survey Collection	2015
• City of Daytona Beach 6th St. & Kennedy Rd. Intersection Improvements (1,500 LF), Utility Designation/Location	2016
• City of Daytona Beach Ballough Rd. Bridge, FL / Marina Village, Utility Location	2016
• City of Daytona Beach Rob Sullivan Community Park Phase 2 Emergency Access, Topographic Survey	2016
• City of Edgewater Dale Ave. to 10th Trail, Topographic Survey, Vacant Boundary Survey	2016
• City of Orange City Water Main Looping Projects - Area 1, Topographic Survey	2016
• City of Ormond Beach Melrose Avenue Outfall Replacement (1200 LF), Utility Designation	2016
• V.C. Normandy Blvd RWM Extension/Lancaster Park WM, Utility Designation	2016
• V.C.-Turnball Bay Rd. Bridge Replacement (1 mi.), Horizontal/Vertical Project Control, Bench Line; Alignment & Existing Right-of-Way Lines, Reference Points, Topography/DTM (3D), Rd.way Cross-Sections/Profiles, Utilities-Designation & (20) Test Holes, Drainage Survey, Bridge Survey, Channel Survey, Pond Site Survey, Jurisdiction Line Survey, Geotechnical Support, Sectional/Grant Survey, Subdivision Location, Maintained Right-of-Way, Work Zone Safety, Document Research, Field Reviews, Technical Meetings, QA/QC, Supervision, Coordination	2012-2016
• City of DeBary Fort Florida Rd. & Rivera Bella Dr., Topographic Survey, as Sub-Consultant	2015
• City of Orange City, Orange City Stormwater Master Plan Miscellaneous Survey Services, Topographic Survey,	2015
• City of Port Orange Riverwalk, Utility Location	2015
• Lake Eva Park, Topographic Survey, Utilities, as Sub-Consultant	2015
• Oak Ave. East Right-of-Way Line, Boundary Survey	2015
• City of Orange City Water Main Looping: Area 1, Topographic Survey, Descriptions/Sketches, Soil Borings	2015
• V.C.- Beville Rd. at Pelican Bay Dr. East Entrance Signalization, Utility Location, Clear (5) Traffic Control Device	2014
• V.C.- Old Mission Rd. at Josephine St. Signalization, Design Topographic Survey (3) areas, as Sub-Consultant	2014
• City of Cocoa 30" Water Supply Main Extension near Well 17, Supplemental Survey Services	
• V.C.-Turnball Bay Bridge Design Topographic Survey R/W Mapping and Utility Designation/Location	

SOUTHEASTERN SURVEYING AND MAPPING CORP. (SSMC) OFFICE LOCATION RELATIVE TO THE CITY OF HOLLY HILL OFFICE

All Services will be Managed from SSMC's Volusia County Branch Office with no charge for drive time.

SSMC has been successfully completing Professional Surveying Services Projects in Volusia County for decades with no issues.

City of Holly Hill



1065 Ridgewood Ave., Holly Hill, FL 32117



SSMC Volusia County Office

345 Magnolia Pl., DeBary, FL 32713



SSMC Orlando Corporate Office

6500 All American Blvd., Orlando, FL 32810

SSMC's CLIENT LISTING, TERM OF RELATIONSHIP

The **SSMC** team's years of experience building long term relationships with those municipalities listed below either by contract or by the assignment of new work by these municipalities is proof of our commitment to our **Local Government Clients**.

On following pages there are references that include the term relationship, current status, individual contact name, address, email and phone number.

Relevant Experience Providing Professional Surveying Services

• City of Altamonte Springs	2004-Ongoing
• City of Apopka	1997-Ongoing
• City of Bunnell	2014-Ongoing
• City of Casselberry	2002-Ongoing
• City of Clermont	2009 Ongoing
• City of Cocoa	2016-Ongoing
• City of Daytona Beach	2008-Ongoing
• City of Eustis	2011-Ongoing
• City of Flagler Beach	2016-Ongoing
• City of Groveland	2008-Ongoing
• City of Gulfport	2015-Ongoing
• City of Holly Hill	2013-Ongoing
• City of Kissimmee	1994-Ongoing
• City of Lake Mary	2007-Ongoing
• City of Lakeland/Lakeland Electric	2015-Ongoing
• City of Largo	2012-Ongoing
• City of Leesburg	2008-Ongoing
• City of Maitland	1988-Ongoing
• City of Mascotte	2004-Ongoing
• City of Mount Dora	2014-Ongoing
• City of Ocala	2007-Ongoing
• City of Ocoee	1990-Ongoing
• City of Orange City	2015-Ongoing
• City of Orlando	2013-Ongoing
• City of Orlando Stormwater Facilities Inventory	2009-Ongoing
• City of Oviedo	2006-Ongoing
• City of Plant City	2017-ongoing
• City of Panama City	2017-Ongoing
• City of Port Orange	2004-Ongoing
• City of Sanford	2000-Ongoing
• City of St. Cloud	2012-Ongoing
• City of St. Petersburg	2015-Ongoing
• City of Tallahassee	2011-Ongoing
• City of Tampa	2013Ongoing
• City of Tavares	2011-Ongoing
• City of West Melbourne	2013-Ongoing
• City of Winter Garden	2013-Ongoing
• City of Winter Park	1995-Ongoing
• City of Winter Springs	1997-Ongoing
• Town of Astatula	2005-Ongoing
• Town of Montverde	2009-Ongoing
• Lake County Government	2001-Ongoing
• Lake County Public Schools	2008-Ongoing

REFERENCES FORM

Provide the business names, contact persons and telephone numbers of four (4) references for which the firm has provided services described in this Qualification for three (3) years or more within the last five (5) years. Include relationships with governmental agencies. It is our intent to contact these references during the evaluation process.

1. Name of Company: **The City of Cocoa, as Prime Consultant**
 Address: **351 Shearer Blvd., Cocoa, FL 32922**
 Point of Contact: **Mr. Benjamin N. Hayner, PE | Engineering Division Manager**
 Phone #: **(321) 433-8725** Email address: **bhayner@cocoafl.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2016**

2. Name of Company: **The City of Daytona Beach, as Prime Consultant**
 Address: **950 Bellevue Ave., Daytona Beach, FL 32115**
 Point of Contact: **Mr. Frank M. Van Pelt, CPM | Technical Services Project Director**
 Phone #: **(386) 671-8635** Email address: **VanPeltF@codb.us**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2001**

3. Name of Company: **The City of Orange City, as Prime Consultant**
 Address: **426 S. Volusia Ave., Orange City, FL 32763**
 Point of Contact: **Ms. Migdalia Hernandez | Public Works Director**
 Phone #: **(386) 775-5446** Email address: **mhernandez@ourorangecity.com**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2015**

4. Name of Company: **The City of Port Orange, as Prime Consultant**
 Address: **1000 City Center Cl., Port Orange, FL 32129**
 Point of Contact: **Ms. Linda D. Johson, ACP, R/W-NAC | Right of Way Agent**
 Phone #: **(386) 506-5755** Email address: **Ljohnson@port-orange.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2001**

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1. Name of Company: **The City of Altamonte Springs, as Prime Consultant**
 Address: **950 Calabria Dr. , Altamonte Springs, FL 32714**
 Point of Contact: **Ms. Victoria Bogle | Project Manager/Utilities and Plats Coordinator**
 Phone #: **(407) 571-8332** Email address: **vlbogle@altamonte.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2004**
2. Name of Company: **The City of Apopka, as Prime Consultant**
 Address: **748 East Cleveland St., Apopka, FL 32703**
 Point of Contact: **Mr. R. Jay Davoll, PE, CFM | Public Services Department**
 Phone #: **(407) 703-1731** Email address: **jdavoll@apopka.net**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1997**
3. Name of Company: **The City of Casselberry, as Prime Consultant**
 Address: **95 Triplett Lake Dr., Casselberry, FL 32707**
 Point of Contact: **Mr. Mark D. Gisclar | Public Works Director**
 Phone #: **(407) 703-1731** Email address: **mgisclar@casselberry.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2002**
4. Name of Company: **The City of Ocoee, as Prime Consultant**
 Address: **400 South Orange Ave., 8th Floor, Orlando, FL 32802**
 Point of Contact: **Mr. Jack A. Butler, AICP, PMP | Director of Support Services**
 Phone #: **(407) 554-7063** Email address: **AButler@ci.ocoe.fl.us**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1990**

TAB 4

SSMC's CUSTOMER LISTING

This is a list of SSMC's customers/clients that we have worked with during the past 3 years providing Professional Surveying Services similar or the same in size, scope and characteristics to the Professional Surveying Services described in the City of Holly Hill Scope of Work.

On following pages there are References that include the Client Name, Description of the Service Provided, Time Period of the Project or Contract, Contact Reference Name and Phone Number.

• City of Altamonte Springs	2004-Ongoing
• City of Apopka	1997-Ongoing
• City of Bunnell	2014-Ongoing
• City of Casselberry	2002-Ongoing
• City of Clermont	2009 Ongoing
• City of Cocoa	2016-Ongoing
• City of Daytona Beach	2008-Ongoing
• City of Eustis	2011-Ongoing
• City of Flagler Beach	2016-Ongoing
• City of Groveland	2008-Ongoing
• City of Gulfport	2015-Ongoing
• City of Holly Hill	2013-Ongoing
• City of Kissimmee	1994-Ongoing
• City of Lake Mary	2007-Ongoing
• City of Lakeland/Lakeland Electric	2015-Ongoing
• City of Largo	2012-Ongoing
• City of Leesburg	2008-Ongoing
• City of Maitland	1988-Ongoing
• City of Mascotte	2004-Ongoing
• City of Mount Dora	2014-Ongoing
• City of Ocala	2007-Ongoing
• City of Ocoee	1990-Ongoing
• City of Orange City	2015-Ongoing
• City of Orlando	2013-Ongoing
• City of Orlando Stormwater Facilities Inventory	2009-Ongoing
• City of Oviedo	2006-Ongoing
• City of Plant City	2017-ongoing
• City of Panama City	2017-Ongoing
• City of Port Orange	2004-Ongoing
• City of Sanford	2000-Ongoing
• City of St. Cloud	2012-Ongoing
• City of St. Petersburg	2015-Ongoing
• City of Tallahassee	2011-Ongoing
• City of Tampa	2013Ongoing
• City of Tavares	2011-Ongoing
• City of West Melbourne	2013-Ongoing
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• City of Winter Park	1995-Ongoing
• City of Winter Springs	1997-Ongoing
• Town of Astatula	2005-Ongoing
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• Lake County Government	2001-Ongoing
• Lake County Public Schools	2008-Ongoing

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 Phone #: **(407) 703-1731** Email address: **jdavoll@apopka.net**
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 Phone #: **(407) 703-1731** Email address: **mgisclar@casselberry.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2002**

4. Name of Company: **The City of Ocoee, as Prime Consultant**
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 Point of Contact: **Mr. Jack A. Butler, AICP, PMP | Director of Support Services**
 Phone #: **(407) 554-7063** Email address: **AButler@ci.ocoe.fl.us**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1990**

CITY OF HOLLY HILL

Continuing Professional Surveying and Mapping Services Contract (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 2013

City of Holly Hill, 1065 Reidgewood Ave., Holly Hill, FL 32117

Ms. Jacki Maswary | Public Works Director (Former)

Mr. Antoine Khoury | Public Works Director (Current)

(386) 248-9420 x3702 / (386) 248-9449 fax / Email: akhoury@hollyhillfl.org

Relevant Project Experience:

Last 2 Years

- City of Holly Hill Water Reclamation Facility Outfall Evaluation, Utility Designation/Location, Pre-Design Survey 2016
- US 1, from Mason Ave. to North City Limits Overhead to Underground Conversion/Conduit System Mapping of (3) Locations, Utility Designation, Survey Collection 2014
- Holly Hill (Riverside Park) Pier, Boundary Survey, (2) Descriptions/Sketches, Utility Location 2014
- Mast Arm Traffic Signals at 3rd St. and US 1, Utility Designation/Location 2013
- US 1 from Mason Ave. to 5th St. Overhead to Underground Conversion (Electric), Utility Location, Survey Collection 2013

Additional Relevant Project Experience:

- Walmart Pickup Store, Subsurface Utility Designation, with Survey Collection 2018
- Holly Hill (Riverside Park) Pier, Construction Layout, As-Built Survey, as Sub-Consultant 2014
- Volusia County School Board - Holly Hill Elementary School K-8 Conversion, Utility Designation & Verification 2010
- Holly Hill Water Treatment Plant (5 ac):
 - Subsurface Utility Designation and Location (2000 LF) to include M.O.T. 2009
 - Subsurface Utility Designation and Location to include: 10 Test Holes with M.O.T. 2008
- FDOT District 5 - Holly Hill Outfall along Granada St., Drainage Survey 1998

CITY OF ORANGE CITY

Continuing Professional Surveying and Mapping Services (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 2015

City of Orange City, 426 S. Volusia Ave., Orange City, FL 32763

Ms. Migdalia Hernandez | Public Works Director

(386) 775-5446 | (386) 775-5416 fax | mhernandez@ourorangecity.com

Relevant Project Experience

Last 2 Years

- E. Banana Avenue Phase I Environmental Study, Boundary Survey, Environmental Assessment 2017
- Lift Station at Medical Center Drive, Topographic Survey 2017
- Marshall Pond Survey Request #1; 402/406 Carpenter Avenue, Limited Topographic Survey 2017

Additional Relevant Project Experience

- Blue Springs Nutrient Reduction Project Mill Lake-Ph 3A Water Quality Improvement, Construction Layout, As-Built Survey, as Sub-consultant 2016-2017
- Plat Review Services, as Sub-consultant:
 - Shadow Ridge Phase 2, Plat Review 2017
 - 2850 Wellness Ave Lot Adjustment, Plat Review 2016
 - Treemonte at Orange City, Plat Review 2016
 - Wellness Medical Center, Plat Review 2016
 - Rhode Island Industrial Park, Plat Review 2015
 - Wawa (Enterprise R. & Crown Centre Blvd.), Plat Review 2015
- South Holly Avenue CRA Streetscape & Utility Improvements, Topographic Survey, Utility Designation/Location, as Sub-consultant 2017
- 430 South Holly Ave., Boundary Survey, as Sub-consultant 2016
- Blue Springs Nutrient Reduction Project Ph. II – East Graves Ave Drainage Improvements, Topographic Survey, Utility Designation/Location, as Sub-consultant 2016
- Carpenter Ave Design Level Survey (2000 LF), Design Topographic Survey, Utility Designation/Location 2016
- Dove Parcel, Easement Survey 2016
-
- Mill Lake Park Ph. 3 Water Quality Improvements, Design Topographic Survey, as Sub-consultant 2016
- Oak Hill Mobile Home Park – Parcels A&B, Boundary Survey 2016
- Volusia County Baptist Church (South Orange Ave.), Utility Location, Survey Collection 2015 Water Main
- Looping Projects – Area 1, Topographic Survey, as Sub-consultant 2016
- East Banana Ave., Vacant Boundary Survey, as Sub-consultant 2015
- Mill Lake Park, Vacant Boundary Survey 2015
- Mill Lake Park Ph. 1 & 2 Improvements, Topographic Survey, as Sub-consultant 2015
- Oak Ave. East Right-of-Way Line, Boundary Survey, as Sub-consultant 2015
- Stormwater Management Master Plant Ph. I, Stormwater Facilities Inventory, Structure Culvert & Pond Global Positioning System (GPS) Inventory, Topographic Survey, Miscellaneous Survey Services, as Sub-consultant 2014-2015
- Dunlawton Ave. at Spruce Creek Rd., Utility Location, Test Holes, as Sub-consultant 2014
- Mill Lake Miscellaneous Services, Bathymetric Survey (23 ac.), Topographic Survey, Utility Designation/Location, as Sub-consultant 2012-2014
- Mill Lake Park Ph. 2, Topographic Survey, Utility Location, as Sub-consultant 2014
- Orange City Beautification (500 LF), Utility Designation with Ground Penetration Radar (GPR) , as Sub-consultant 2012
- 470 Carpenter Ave. Drainage Improvements (1100 LF), Topographic Survey, Utility Location, as Sub-consultant 2011

CITY OF COCOA

Continuing Professional Surveying and Mapping Services (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 2016

City of Cocoa, 351 Shearer Blvd., Cocoa, FL 32922

Mr. Benjamin N. Hayner, PE | Engineering Division Manager

(321) 433-8725 | bhayner@cocoafl.org

Relevant Project Experience

Last 2 Years

- Lift Station 29 Inlet Invert Repairs, Boundary and Topographic Survey 2018
- Raw Water System – Wells 15 to 17 (Wewahootee Road), Topographic Survey & Subsurface Utility Designation & Excavation, Test Holes (anticipate 82/Dirt) 2017-Active

Subconsultant Relevant Project Experience

- Claude H. Dyal Water Treatment Plant Elevated Walkway Improvements – As a Sub-Consultant, SSMC performed Construction Layout and As-Built Survey Services: Recovered/or Reset Horizontal/Vertical Control as shown on the plans provided, Construction Layout of the columns for the elevated walkway, the stairway, lower level concrete sidewalk and miscellaneous site grading, Set Elevations and offsets, Final As-Built Survey upon completion of construction. (1.0 ac) 2016
- Sites 10, 11 & 21 Gravity Sewer Pipe Replacement and Point Repair – As a Sub-Consultant, SSMC performed Topographic Survey for Sites 10, 11 & 21, located all improvements and above ground utilities, located and detailed two (2) manholes per site, to include rim elevations, pipe size and type, obtained spot elevations on natural ground and existing improvements, and established a minimum of (3) benchmarks on each site. 2016
- Wastewater Treatment & Disposal: Wetland Application Feasibility Study – As a Sub-Consultant, SSMC performed Topographic Survey of Wetlands, obtained five (5) extended cross sections (1,000' wide) across the stream channel within the wetland, spaced evenly across from the berm to the southern boundary of the site, obtained NP SHWL elevations at three (3) locations, installed two (2) staff gauges and stilling wells, located inverts at one (1) location, defined top of berm culvert and overflow elevations, obtained stream cross sections at southern boundary of site, obtained two (2) additional cross-sections South of the parcel, and defined the connectivity from pond/stream to the canal south of the parcel. (166 ac +/-) 2015-2016
- Various Sites Gravity Sewer Pipe Replacement and Point Repair – As a Sub-Consultant, SSMC performed Topographic Survey along twenty (20) Locations/Streets, located all improvements and above ground utilities, located and detailed two (2) manholes per site, to include rim elevations, pipe size and type, obtaining spot elevations on natural ground and existing improvements, and establishing a minimum of two (2) benchmarks on each site. Topographic coverage was limited to an area right-of-way to right-of-way for 100 LF per site lying between two (2) manholes marked with paint in the field by the client prior to commencement of the survey. (2000 LF) 2016
- Claude H. Dyal Water Treatment Plant Construction Services: As a Sub-Consultant, SSMC performed Construction Layout and an As-Built Survey. SSMC recovered/reset Horizontal/Vertical Control, laid out the columns for the elevated walkway, the stairway, the lower level concrete sidewalk and miscellaneous site grading; Elevations and offsets were set as needed and a final As-Built Survey was performed upon completion of construction (1.0 ac) 2015
- Claude H. Dyal Water Treatment Plant Clearwell - As a Sub-Consultant, SSMC performed a Design Topographic Survey and located all improvements and utilities as evidenced by above ground features or marked by designated utility company representative, obtained spot elevations, and established a minimum of two (2) benchmarks. 2015
- Water Supply Main (Wellfield Watermain) - As a Sub-Consultant, SSMC performed a Design Topographic Survey through six (6) sections of land to provide the design engineer with sufficient topographic data both horizontal and vertical to plan and design the route of a new water main relative to the existing wells and water treatment plant. This project included the accurate designation and location (test holes) of subsurface utilities to aid in route design in order to avoid costly conflicts during the installation of the new water main

- West Peachtree St. Water Main Replacement - As a Sub-Consultant SSMC performed Subsurface Utility designation using Ground Penetrating Radar (GPR) and location using nondestructive vacuum excavation of all public subsurface utility lines found, excluding service lines, gravity sewer lines and irrigation, along Peachtree Street beginning at US Hwy 1 and heading west to the railroad tracks. (500 LF) 2015
- West Peachtree St. from Cocoa Blvd. to Indian River Dr. Water Main Replacement - As a Sub-Consultant, SSMC performed Subsurface Utility designation using GPR and location using nondestructive vacuum excavation of all public subsurface utility lines found, excluding service lines, gravity sewer lines and irrigation, along Peachtree Street beginning at US Hwy 1 and heading east to Indian River Drive, performed Maintenance of Traffic (MOT), and used the survey (Horizontal/Vertical Control) provided by the client, to locate utilities as designated by the SSMC utility crew as well as test hole locations along Peachtree Street. 2015
- Claude H. Dyal Water Treatment Plant -Redundant 54" Line - As a Sub-Consultant, SSMC performed Subsurface Utility designation using GPR and a Topographic Survey, extending the topographic data from the Northerly terminus of the access road Northerly to the Southerly end of pavement of SR 520; obtained spot elevations inside of the Dyal High Service Pump Room (HSPR) using a LiDAR Scanner and created a 3D Model of the existing facility area; obtained spot elevations of exposed pump discharge piping and associated thrust blocks; and located designated utilities and twenty-five (25) test holes as performed by the SSMC Utility Division 2014
- Wewahootee Pump Station Improvements - As a Sub-Consultant, SSMC performed Construction Layout and an As-Built Survey; recovered/reset Horizontal/ Vertical Control and property corners of each site as referenced on the construction plan set provided; performed Construction Layout all new concrete pads, blow off assemblies, tower, yard piping and miscellaneous site grading (Elevations and offsets were set as needed). A Final As-Built Survey was also performed. (6.19 ac.) 2014
- Indian River Dr. Water Distribution Improvements - As a Sub-Consultant, SSMC performed Subsurface Utility designation using GPR and location using nondestructive vacuum excavation to expose subsurface utilities found along the proposed new watermain route, performed eleven (11) Test Holes, and performed Survey collection of all utilities located by the SSMC utility crew along Indian River Drive, North of SR 520. (7500 LF) 2013
- West Peachtree St. from Clearlake Rd. to Pineda St. Water Main Replacement - As a Sub-Consultant, SSMC performed Subsurface Utility designation using GPR and nondestructive vacuum excavation to expose subsurface utilities found in conflict with the proposed water main route; performed (6) Test Holes with Maintenance of Traffic, and performed Flowable Fill and Global Positioning System (GPS) Utility Collection at each Test Hole location. (2382 LF) 2013
- Claude H. Dyal Water Treatment Plant - LOX Conversion - As a Sub-Consultant, SSMC performed Construction Layout of the LOX Storage Pad and the concrete pavement, an As-Built Survey upon completion of the project, recovered/reset horizontal and vertical control on the construction plan set provided, and performed all layout elevations and offsets as needed 2013
- Wewahootee Pump Station - As a Sub-Consultant, SSMC performed a Design Topographic Survey to locate all improvements to include Subsurface Utility designation using GPR and nondestructive vacuum excavation to expose subsurface utilities at eighteen (18) specific locations, obtained spot elevations; established a minimum of two (2) site benchmarks. (6.19 ac.) 2012
- Wellfield & Water Treatment Plant - As a Prime Consultant, SSMC performed a Boundary Survey, prepared Descriptions/Sketches for the City of Cocoa Water Treatment Plant on Dallas Avenue and various Well sites and also performed a Topographic Survey in specific areas 2009
- SR A1A Cast Iron Pipe Rehabilitation & SR 5 (US Hwy 1) Utility Relocations - As a Sub-Consultant, SSMC performed a Topographic Survey that included twelve (12) Soil Borings along the Corridor (6570LF), and also performed utility designation using GPR and location (Test Holes) using nondestructive vacuum excavation for the Reclaimed Water Line for SR A1A Utility Relocations (2 mi.) 2008

CITY OF DAYTONA BEACH

Continuing Professional Surveying and Mapping Services Contract (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 2008

City of Daytona Beach, 950 Bellevue Ave., Room 600, Daytona Beach, FL 32114

Mr. Frank M. Van Pelt CPM | Technical Services Division Director

(386) 671-8635 | (386) 671-5905 fax | VanPeltF@codb.us

Relevant Project Experience

Last 2 Years

- | | |
|---|------|
| • Campbell Pool Parking Lot Improvements - Dickerson Center Park, Topographic Survey | 2017 |
| • La Playa Resort, Apparent Right-of-Way Survey | 2017 |
| • Modernization Densification Horizontal Control Network Phase 2, Geodetic Control Survey | 2017 |

Additional Relevant Project Experience

- | | |
|---|------|
| • Beville Road Trail, (10,400 LF) Topographic Survey, (1,050 LF) Topographic Survey | 2016 |
| • Modernization Densification Horizontal Control Network Phase I, Geodetic Control Survey | 2008 |
| • Storm Sewer Outfall Pipes Bay Street Utility Mapping, Subsurface Utility Mapping Services | 2008 |
| • Wild Olive Avenue/N from Glenview Blvd to Jassamine Blvd, Utility Designation/Location | 2003 |

Subconsultant Relevant Project Experience

- | | |
|--|------|
| • Williamson Boulevard Reclaimed Water Line (2200 LF +/-), Topographic Survey, Utility Designation/Location | 2017 |
| • Ballough Road Bridge, FL / Marina Village Project, Utility Location, 8 Test Holes | 2016 |
| • Multiuse Trail-International Speedway Blvd at Peninsula Drive, Topographic Survey (97458) | 2016 |
| • Rob Sullivan Community Park Phase II ADA Accessible Emergency Access Road, Topographic Survey | 2016 |
| • Sixth St. & Kennedy Rd. Intersection Improvements (1500 LF), Utility Designation/Location | 2016 |
| • Westside Regional Water Reclamation Facility UV Retrofit and/or Upgrade, Design Topographic Survey, Utility Designation/Location | 2016 |
| • Lift Station #2 Improvements, Utility Designation/Location, Survey Collection | 2013 |
| • Lift Station #9 Improvements, Utility Designation/Location, Survey Collection | 2013 |
| • Midtown Stormwater Remediation Program, Utility Designation/Location / Coordination / Permitting | 2013 |

CITY OF PORT ORANGE

Continuing Professional Surveying and Mapping Services Contract (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 2001

City of Port Orange, 100 City Center Circle, Port Orange, FL 32129-1759

Ms. Lisa Epstein | City Engineer
(386) 506-5662 / lepstein@port-orange.org

Ms. Linda D. Johnson, Right of Way Agent
(386) 506-5755 ljohnson@port-orange.org

Relevant Project Experience:

Last 2 Years

- Nova Canal North & Halifax Drainage Basins (Centerline Elevation Survey of Drainage Ditches), Field Verification & Condition Assessment of the Stormwater Facilities located within the Halifax & Nova Canal North Drainage Basins 2017-2018
- Woodhaven - Phase 1, Plat Review 2018
- Woodhaven - Phase 1, Plat Review 2018
- Gopher Tortoise Recipient Area Conservation Easement - Phases 1-7, Description/Sketch 2017
- Hawks Preserve at Port Orange Reserve - Phase II, Plat Review 2017
- Pinnacle Phase II, Plat Review 2017
- Police Shooting Range Facility, Boundary Survey, Topographic Survey 2016-2017
- Port Orange Causeway Park, Description/Sketch 2017
- Riverwalk Park- Phase 1B, FPL Description/Sketch 2017
- Westport Reserve Phase 2C, Plat Review 2017

Additional Relevant Project Experience:

- Hawks Preserve at Port Orange Plantation-Ph. 1, Plat Review 2016
- Police Shooting Range Facility, Boundary Survey, Topographic Survey (98128) 2016
- City of Port Orange Boundary Map Revision, Description/Sketch 2015
- Palmento Pointe Marketplace (17.724 ac.), Plat Review 2015
- Reedy Creek North (5.15 ac.), Plat Review 2015
- Riverwalk Test Holes, Utility Designation 2015
- Woodland Center, Tract 1 (4.74 ac.), Plat Review 2015
- US Food Facility, in Port Orange, ALTA/ACSM Land Title Survey 2014
- Large Restaurant Chain Restaurant Rebuild, Subsurface Utility Designation with Survey 2013
- Large Store Chain Store New Build, Construction Layout 2013
- 13 Palm Castle Dr., Proposed Bore Route, Subsurface Utility Designation 2013
- Port Orange Water Main Replacement (1500 LF), Utility Designation/Location, Test Holes 2011
- Port Orange, Ground Penetrating Radar Demonstration, No Charge to City 2007
- SR 44, Hal Butts Property (the North 300- ac), Boundary Survey & Proposed Utility Pole Location 2004
- Port Orange GIS Conversion, GIS Demonstration, No Charge to City 2002
- City Wide Section Corner Recovery, Section Corner Control Densification, & GIS Consulting 2001

Subconsultant Project Experience

- South Water Main Improvements (14510 LF +/-), Topographic Survey 2017-2018
- Stormwater Infrastructure Verification/Condition Assessment, Field Verification & Condition Assessment of the Stormwater Facilities to include: 1,507 Structures; 1,368 Pipes; 67 Canals/Ditches; 79 Ponds; a Total of 3,021 Facilities, additional City Maintained SW Facilities-79 Structures; Non-City Maintained SW Facilities-448 Structures; 243-FDOT Structures. (79.8 mi) 2017
- Riverwalk Test Holes, Utility Designation 2015
- Port Orange Water Main Replacement (1500 LF), Utility Designation/Location, Test Holes 2011

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

CITY OF ALTAMONTE SPRINGS

Professional Surveying & Mapping Services (Pre-Contract) Continuing Professional Surveying & Mapping Services (Includes Subsurface Utility Designation/Location/Mapping Services)

1992-2004
Ongoing since 2004

City of Altamonte Springs, 950 Calabria Dr., Altamonte Springs, FL 32714

Ms. Victoria Bogle / Utilities Coordinator

(407) 571-8332 / (407) 571-8350 fax / vlbogle@altamonte.org

Relevant Project Experience:

Last 2 Years

- ALTA Boundary Survey for Parcel: 18-21-30-510-0A00-0010, ALTA/NSPS Boundary Survey 2018
- Center Street (East of Palm Springs Drive) Water Line Survey, Limited Boundary & Topographic Survey, Utility Designation 2018
- 1097 Douglas Avenue - Utility Easement, Description/Sketch 2017
- Adventist Gateway Expanded Campus (23.35 ac), Plat Review 2017
- Altamonte Springs Lift Station 40 Replacement, Boundary Survey 2016-2017
- Bobo Residence-RWRF-48 Effluent Pipe Little Wekiva River Outfall Repair/New Access Easement, Set Stakes at 20ft intervals along the Southerly line of the subject property 2017
- Centerpointe Sanctuary (15-50000002), Plat Review 2016-2017
- Little Wekiva River Flooding - Survey Support, Topographic Survey 2017
- Village Green Additional Sidewalk Easements, (4) Descriptions/Sketches 2017

Additional Relevant Project Experience:

- Broadstone Passerelle, Plat Review 2015-2016
- Burtner Properties, Plat Review 2016
- Orange Avenue & West Town Parkway Utility Extensions, Boundary & Topographic Survey, Utility Designation, Descriptions/Sketches, Construction Survey, As-Built Survey 2015-2016
- Bradshaw Center-A Replat, Plat Review 2015
- Broadstone Passerelle-Drainage Easement & Maintenance Agreement-Review, Review (2) Descriptions/Sketches 2015
- Cranes Roost Park Plat (46 ac), Update Boundary Survey, Complete Plat 2015
- Calabria Dr. Outfall at Little Wekiva River, Easement Staking 2015
- East Town Center – Ballard St. Property, Vacant Boundary Survey, Utility Location 2014-2015
- Heon Subdivision, Plat Review 2015
- Lake Orienta Park-New Pier & Dock (5 ac.), Boundary Survey, Topographic Survey 2011-2015
- Lift Station #29 Replacement-Duke Energy Utility Easements, (2) Metes & Bounds Descriptions/Sketches 2015
- Montgomery Executive Center, Plat Review 2014-2015
- Montgomery Rd at Oak St.-Traffic Signal, Limited Boundary Survey 2015
- Regional Water Reclamation Facility (RWRF): 48" Effluent Pipe Little Wekiva River Outfall Repair & New Access Easement, Boundary Survey, Topographic Survey 2015
- Shariden Estates: Ph. II, Plat Review 2015
- 105 Robin Rd., Vacant Boundary Survey, Utility Location 2014
- 1203 East Altamonte Dr. Annexation Parcel, Vacant Boundary Survey, Description/Sketch 2014
- Altamonte Springs to Apopka Reclaimed Water Main: Nelson Apopka Site, Description/Sketch 2014
- Commission District Boundary Map – Amendment, Descriptions/Sketches 2014
- Crescent Communities-Ph. IA, Plat Review 2014
- East Town Center - Leiffer Property, Vacant Boundary Survey, Utility Location 2014
- East Town Center - McKnight Property, Vacant Boundary Survey, Utility Location 2014
- Enclave at Altamonte, Plat Review 2014
- SR 434 Media Improvements, Utility Designation, Survey Collection 2013
- Adventist Gateway Expanded Campus, Plat Review 2013
- Brantley Centre (5.38 ac.), Plat Review 2013
- Crown Center, Plat Review 2013
- Orange Dr., Boundary Survey 2013
- US Postal Services Building-Land Purchase, Descriptions/Sketches 2012-2013
- Roy Blvd. Drainage, Easement Staking and As-Built Survey 2012

CITY OF APOPKA

Continuing Professional Surveying and Mapping Services Contract (Includes Subsurface Utility Designation/Location/Mapping Services)

Ongoing since 1997

City of Apopka, 748 East Cleveland St., Apopka, FL 32703

Mr. R. Jay Davoll, PE, CFM / Public Services Department
(407) 703-1731 / (407) 703-1748 fax / jdavoll@apopka.net

Relevant Project Experience:

Last 2 Years

• Carriage-Hill (30.58 ac.), Plat Review	2017-2018
• Lake Gem Commerce Park, Plat Review	2018
• Ocoee-Apopka Rd., Right-of-Way (R/W) Staking	2018
• Plymouth-Sorrento Rd. PWS Survey (Approximately 5,900 LF), Topographic Survey	2018
• Station St. Redevelopment, Boundary Survey, Description/Sketch	2018
• CR 437-A -Old County Rd., R/W Description/Sketch	2017
• Alonzo Williams Park and R/W, Boundary Survey	2017
• Brush Drive Parcels (57.6 ac +/-), Boundary Survey, Description/Sketch	2017
• Cooper Palms Lots 10 and 11, Plat Review	2017
• Downtown Parking Lot - 5th St., Boundary Survey	2017
• East 5 th St. Public R/W, between South Central Ave. and West Station St., Description/Sketch	2017
• East 6 th St. (South Park Ave. and East Station St.) and East Station St. (East 6 th St. and South-Central Ave.) (1400 +/- LF), Design Topographic Survey	2017
• Kit Land Nelson Park, Boundary Survey	2017
• Lake Ave. Park (1.15 ac), Boundary Survey	2017
• Magnolia Commerce Center, Plat Review	2017
• Martins Pond Site at SR 436 and US 441/SR 500, Boundary Survey, Description/Sketch	2017
• Park Ave./Sandpiper Rd. Site (8.43 ac), Boundary Survey	2017
• Potable Water/Wastewater Utility Service Area, Legal Description	2017
• Silver Oak Phase 1, Plat Review	2016-2017
• West Station St. Public R/W between S. Central Ave. and E. 5th St., Description/Sketch	2017
• Windermere Preparatory School Café, Subsurface Utility Designation	2017

Additional Relevant Project Experience:

• Alonzo Williams Park, Boundary Survey, Topographic Survey	2016
• Golden Gem Property (102.7 ac.), Boundary Survey	2016
• MA Board St. (980 LF), Topographic Survey	2016
• Maudehelen Subdivision Phase 4, Plat Review	2016
• Oak Ridge Phase 2, Plat Review	2015-2016
• Old Dixie Hwy. (Shepard Ave. – Vick Rd.), Design Topographic Survey	2016
• Acquisition of R/W Along the South Side of Yothers Rd., Boundary Survey, Description/Sketch	2015
• Apopka Sam's Club, Plat Review	2015
• Apopka Woods Subdivision, Plat Review	2015
• Cooper Palms Lots 7 and 9, Plat Review	2015
• Downtown Parking Lot on 5 th St., Boundary Survey, Topographic Survey	2015
• Golden Gem "Model 1" Selected Lines Stake-Out, Stake-Out Notherly and Westerly Property Lines	2015
• Marden Ridge, Plat Review	2015
• Maudehelen Phase 3, Plat Review	2015
• Monroe Ave. Sidewalk Extension (750 LF), Construction Staking	2015
• R/W Acquisition along the S. side of Yothers Rd., Vacant Boundary Survey, Description/Sketch	2015
• South Central Ave. (East Oak Rd. – US 441) (3550 LF), Topographic Survey	2015
• West Ponkan Rd., from Ponkan Summit Dr. to Golden Gem Rd., Topographic Survey	2015
• 6 th St. (Alabama Ave. to US 441) (4300 LF), Topographic Survey, Utility Location	2015

Additional Relevant Project Experience (Continued):

• Clear Lake Landing, Plat Review	2014
• Cooper Palms Replat, Plat Review	2014
• Lake McCoy, Wolf Lake, Lake Standish and Lake Wilkins, Wetland Elevation Survey	2014
• Marden Rd. (1.48 mi.), Topographic Survey, Tree Survey, Established Right-of Way	2014
• Potable Water Utility Service Area, Descriptions/Sketches	2014
• Wastewater Utility Service Area, Descriptions/Sketches	2014
• 4 th St. Alleyway Improvements, Topographic Survey, Staking	2013
• 176 5 th St./Former Fuel Island and 6 th St., Boundary/Topographic/Route Surveys, Utility Location	2013
• Bradshaw Rd and Old Dixie Hwy. Rd.way Improvements (6800 LF), Topographic Survey, R/W Mapping, Tree Survey, Utility Location, Boundary Survey	2012-2013
• Cooper Palms, Plat Review	2013
• Marden Rd./Reclaimed Water Main Extension, R/W Staking	2013
• North Shore Restoration Area (NSRA) Reclaimed Water Treatment Facility (20 ac.), Boundary Survey, Topographic Survey, Cross-Sections, Wetland Location	2013
• Apopka ES-Vick Rd. and CR 424 Proposed Easement (1 ac), Prepared (2) Sketch and Descriptions	2012
• Bradshaw Rd. and Old Dixie Hwy. Rd.way Improvements, Topographic Survey	2012
• Citgo Gas Station (1 ac), Title and Boundary Survey	2012
• City of Apopka-Vick Rd. / Apopka Elementary School, Title and Boundary Surveys	2012
• E. Lester Rd. Partial Wetland Delineation, Construction Layout	2012
• Greenwood Cemetery Section 189 Boundary Staking, Vacant Boundary Location	2012
• Lust Rd. R/W Staking, Vacant Boundary Location	2012
• North Lake Ave. Force Main Extension Project, Construction Layout	2012
• N. Park Ave. and E. Summit St. Proposed Utility Easement, Limited Boundary Survey, Prepare (2) Sketch and Descriptions	2012
• Second Replat of Fifth Addition to Greenwood Cemetery, Vacant Boundary	2012
• A Commercial Land Condo, Title and Boundary Surveys	2011
• City of Apopka (F/K/A Barnhills), Title and Boundary Surveys	2011
• Apopka Force Main Pipe Thickness Testing and Inspection (400 LF), Utility Designation/Location and Materials Thickness Testing	2011
• City of Apopka / DiGiovanni Property (6.76 ac), Topographic Survey w/Tree and Wetland Line Locations	2011
• City of Apopka-Potable Water/Wastewater Utility Service Area, Legal Description, GIS Services	2011
• Orlando-Apopka Airport-Parcel 162, Title and Boundary Surveys	2011
• Proposed Lake Doe Cove Ph 5 (1300 LF), Layout Work	2011
• City of Apopka Potable Water/Wastewater Utility Service, Detailed Review of the GIS and furnished documents to identify Utility Service Area Boundaries	2010
• City of Apopka / OOCEA Overlap Parcel (.4345 ac), Sketch and Description	2010
• East Lester Rd., From Vick Rd. to Rock Springs Rd., R/W Improvements, Topographic Survey	2010
• East Monroe Ave. Water Main Improvements, Established apparent South ROW Line	2010
• East Votaw Rd., Topographic Survey with Tree Locations	2010
• Edgewood Cemetery Annex Re-plat, Prepare Plat	2010
• Edgewood Cemetery Annex 2nd Re-Plat, Plat Review	2010
• FDOT Drainage Pond Parcel at SR 436 and US 441, Design Topographic Survey with Tree Locations	2010
• Jones Ave. (2,000 LF), R/W Improvements, Topographic Survey	2010
• City of Apopka Police/Fire Department Training Facility (7 ac), Plan Review	2009
• FDOT Drainage Pond Parcel at SR 436 and US 441, Update Boundary Survey, Prepared Description/Sketch	2009
• Retention Pond at SR 436 and US Hwy 441 Interchange, Topographic Survey, Determine the Top, and Invert Elevations of Drainage Structure A-132	2009
• Retention Pond at Schopke Lester Rd., Boundary Survey	2009
• Ustler Rd. and Sir Arthur Ct., Topographic Survey with Tree Locations	2009

CITY OF CASSELBERRY

Professional Surveying & Mapping Services (Pre-Contract) Continuing Professional Surveying and Mapping Services Contract (Includes Subsurface Utility Designation/Location/Mapping and GIS Services)

1994-2002
Ongoing since 2002

City of Casselberry, 95 Triplett Lake Dr., Casselberry, FL 32707

Mr. Mark D. Gisclar / Public Works Director

(407) 262-7725 x 1234 / (407) 262-7767 fax / mgisclar@casselberry.org

Relevant Project Experience:

Last 2 Years

- Lake Kathryn Park, PRD A Replat (SP17-05), Plat Review 2017-2018
- S. Lost Lake Lane Parcel: 09-21-30-5BO-0A00-001C, Boundary Survey 2017-2018
- 110 Quail Pond Circle, Boundary and Topographic Survey 2017
- 120 Quail Pond Circle, Boundary and Topographic Survey 2017
- Axios Future Development (SP17-03), Plat Review 2017
- Breezeway at Lake Marie Replat (SP17-01), Plat Review 2017
- Greater Marketplace Shopping Center (SP17-04), Plat Review 2017
- Northeast Industrial Park- Lots 1-4 and Tract C, Design Boundary, Topographic Survey 2017
- Lake Concord District Unit 1, A Replat, Sidewalk Easements, Sketches/Descriptions, Boundary Surveys, Parcel Exhibit, Legal Descriptions 2016-2017
- S.S. Shallows (SP17-02), Plat Review 2017
- Sherwood Forest Parcel ID: 04-21-30-511-0A00-014G, Boundary Survey 2017

Additional Relevant Project Experience:

- Ascension Dr. (Shared Use Path), Boundary Survey, Topographic Survey 2016
- Bainbridge Casselberry - A Replat, Plat Review 2016
- CR Casselberry, Plat Review 2016
- Casselberry Corners at Lake Marie, Plat Review 2016
- Casselberry Greenville, Plat Review 2016
- Lake Concord District, Topographic Survey, Tree Survey, Prepare Exhibit of Lands (19 ac.), (Units 1-2) Boundary Survey, (Unit 1) Description/Sketch, Wetland Staking, Boundary Survey, Master Exhibit of Plat Activities 2014-2016
- Lake Concord Park (17 ac.), Topographic Survey, Wetland Location, (Unit 1), Boundary Survey, Metes & Bounds Descriptions 2015-2016
- Monza Subdivision (0.56 ac.), Plat Review 2016
- Reserve at Legacy Park, Plat Review 2016
- Casselberry Square Lot 1 (0.5365 ac.), Plat Review 2015
- Concord Villages, Boundary Survey, Topographic Survey, Plat Review 2014-2015
- Kathryn Park Replat (0.83 ac.), Plat Review 2015
- Pollo Tropical (0.822 ac.), Plat Review 2015
- Utility Ticket Locates, Utility Designation, Locating & Field Marking City of Casselberry's Water, Sewer & Fiber Lines 2015
- Aloma Church, Plat Review 2014
- Bowling Alley Property (3.1 ac.), Boundary Survey, Utility Location, Tree Survey 2014
- South Water Treatment Plant- Granular Activated Carbon (GAC) Treatment Addition, Prepare Metes and Bounds Description 2014
- Triplet Lake Dr. Improvement-South Embrey Dr. (650 LF), Topographic Survey 2014
- 131 Quail Pond, ALTA/ACSM Survey 2013
- 1315 Elm Dr. Pump Station Relocation, Topographic Survey 2013
- Legacy Park Residential Ph. III, Plat Review 2013
- Water Reclamation Facility (WRF) Biosolids Pump Station Design, Design Route Topographic Survey, Established apparent Right-of-Way Lines 2012

CITY OF OCOEE

Continuing Professional Surveying and Mapping Services (Includes Subsurface Utility Design/Location/Mapping Services)

Ongoing since 1990

City of Ocoee, 150 North Lakeshore Drive, Ocoee, Florida 34761

Mr. Jack A. Butler, AICP, PMP / Director of Support Services

(407) 554-7063 / (407) 656-7835 fax / AButler@ci.ocoe.fl.us

Relevant Project Experience:

Last 2 Years

• Ocoee Cemetery Boundary Staking (1,130 LF), Boundary Survey	2018
• 441 Basking Ridge Court Cemetery (1 ac), Boundary and Topographic Survey	2017
• Arbors at Crown Point, Plat Review	2017
• Arbors at Crown Point, Plat Review	2017
• Block "D" Marion Park (3.4 ac), Boundary and Topographic Survey	2016-2017
• City Hall Campus, Update Boundary and Topographic Survey	2017
• Ocoee Commission District Descriptions Modifications-2017, Descriptions/Sketches	2017
• CSX Parcels Sketch of Descriptions Exhibits, (3) Descriptions/Sketches	2017
• CSX Triangle Sketch of Description Exhibit, Description/Sketch	2017
• Lakeview St., Topographic Survey	2016-2017
• Parcel 101-16 E. Mckey St. (.25 ac), Boundary Survey	2017
• Park Place at Maguire, Plat Review	2017
• Parkside Coventry Park Tennis Court Improvements, Design Topographic Survey	2017
• Preserve at Crown Point Phase 2A, Plat Review	2017

Additional Relevant Project Experience:

• 1901 West McCormick Rd., Right-of-Way Monument Recovery	2016
• Geneva Cemetery Ditch Improvement, Design Topographic Survey	2016
• Ocoee Pines Replat Phase 1, Plat Review	2016
• Ocoee Town Center Phase 2, Plat Review	2016
• Pedrick Property, Boundary Survey	2016
• Westyn Bay Commercial, Plat Review	2016
• Blueford Ave. Improvement to Brown Property Acquisition, Vacant Boundary Surveys	2015
• Crown Pointe Cove, Plat Review	2015
• Flewelling Ave. East (100 LF), Boundary Survey	2014-2015
• Geneva Property Acquisition, Vacant Boundary Survey	2014-2015
• Marshall Farms Rd. to Colonial Dr. Utility Easement, Utility Easement Exhibit	2015
• Montgomery Ave. Parcel, Vacant Boundary Survey	2015
• White Rd. to Whitehill, Topographic Survey	2015
• 1210 Russell Dr. Pipe Replacement (1 ac.), Topographic Survey, Utility Location	2014
• 2012 Ocoee Apopka Rd., Boundary Survey	2014
• Crittenden-Landler Fruit and Storage (1.1 ac.), Boundary Survey, Utility Location	2014
• Fountains at Tivoli Place (12.34 ac.), Plat Review	2014
• Kissimmee Ave. Improvements, Right-of-Way, Control Survey, Topographic Survey, Utility Location	2014
• Pond 19 (1.5 ac.), Design Survey, Geodetic Baseline Control Survey, Utility Location	2014
• South Bluford Ave. Property Drainage Easement, Description/Sketch	2014
• Arden Park South (98.5 ac.), Plat Review	2013
• Bluford Ave. and Orlando St. Intersection Improvements (0.5 ac.), Utility Designation/Location	2013
• Bluford Ave. Drainage Improvements (4,485 LF), Design Survey, Geodetic Baseline Control Survey, (10) Descriptions/Sketches	2013
• Caballero Ct. Pipe Replacement (1 ac.), Design Survey, Utility Location	2013
• Lakewood Ave, Delaware St. and 7 th St. Utility Improvements (2000 LF), Design Survey, Geodetic Baseline Control Survey	2013
• Maguire Rd. (1750 LF), Design Survey	2013
• Ocoee City Hall Campus, Design Survey	2013
• Prairie Lake Reserve Replat (3.13 ac.), Plat Review	2013
• South Bluford Ave., Topographic Survey	2013

TAB 5

ACCEPTANCE OF CONDITIONS OF RFQ

Southeastern Surveying and Mapping Corporation (**SSMC**) accepts the general terms and conditions of the RFQ, insurance requirements and any other requirements as listed in the as presented in the City of Holly Hill RFQ.

Southeastern Surveying and Mapping Corporation

COMPANY NAME



AUTHORIZED SIGNATURE

Gary B. Krick, PSM

NAME (PRINT OR TYPE)

President

TITLE

TAB 6

PROFESSIONAL CERTIFICATIONS / LICENSES

Southeastern Surveying and Mapping Corp. (SSMC) State of Florida License Business No.: **LB2108**

	Florida Department of Agriculture and Consumer Services Division of Consumer Services Board of Professional Surveyors and Mappers 2005 Apalachee Pkwy Tallahassee, Florida 32399-6500	License No.: LB2108 Expiration Date: February 28, 2019
	Professional Surveyor and Mapper Business License Under the provisions of Chapter 472, Florida Statutes	
SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 ALL AMERICAN BOULEVARD ORLANDO, FL 32810-4350		 ADAM H. PUTNAM COMMISSIONER OF AGRICULTURE

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

SSMC's Florida Secretary of State – Corporate Documentation No.: **483957**

***State of Florida
Department of State***

I certify from the records of this office that SOUTHEASTERN SURVEYING AND MAPPING CORPORATION is a corporation organized under the laws of the State of Florida, filed on September 1, 1975.

The document number of this corporation is 483957.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on February 7, 2018, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Seventh day of February, 2018*



Secretary of State

Tracking Number: CC0508196529

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

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

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

VOLUSIA COUNTY BUSINESS TAX RECEIPT

Southeastern Surveying and Mapping Corporation's Business Tax Receipt No.: **LB2108**

2017 / 2018

Volusia County Business Tax Receipt

Issued pursuant to F.S. 205 and Volusia County Code of Ordinances Chapter 114-1 by:
Volusia County Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 – (386) 736-5938



Account # 200208260003 Expires: September 30, 2018
Business Location: 345 MAGNOLIA PL

Business Name: SOUTHEASTERN SURVEYING
Owner Name: GARY B KRICK
Mailing Address: 6500 ALL AMERICAN BLVD
ORLANDO, FL 32810

BUSINESS TYPE	CODE	COUNT	TAX
Professional	461		\$30.00

RECEIVED
JUL 24 2017

- This receipt indicates payment of a tax, which is levied for the privilege of doing the type(s) of business listed above within Volusia County. This receipt is non-regulatory in nature and is not meant to be a certification of the holder's ability to perform the service for which he is registered. This receipt also does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.
- The business must meet all County and/or Municipality planning and zoning requirements or this Business Tax Receipt may be revoked and all taxes paid would be forfeited.
- The information contained on this Business Tax Receipt must be kept up to date. Contact the Volusia County Revenue Division for instructions on making changes to your account.

**THIS PORTION OF THE BUSINESS TAX RECEIPT MUST BE
POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

PROFESSIONAL AFFILIATIONS AND/OR MEMBERSHIPS

SSMC team members are active in these organizations or associations in order to stay up to date with any changes or improvements to processes that may benefit what we do for our private and public-sector clients.

Adding a Subsurface Utility Designation and Location (**SUE**) Division and Geographic Information System (**GIS**) Division to our traditional Surveying and Mapping Division is the result of listening to our public-sector client's feedback that are also members of some of these organizations or associations.

- **Alabama Society of Professional Land Surveyors (ASPLS)**
- **American Public Works Association (APWA)**
- **American Society Civil Engineers (ASCE)**
- **American Society Highway Engineers (ASHE)**
- **Northeast Florida Chapter (ASHE / NEFL)**
- **Associated Builders & Contractors FL - First Coast Chapter (ABC - FFCC)**
- **Associated Builders & Contractors FL - Gulf Coast Chapter Tampa (ABC - GCCT)**
- **Florida Chapter of Urban & Regional Information Systems Association (URISA)**
- **Florida Engineering Society (FES)**
- **Florida Stormwater Association (FSA)**
- **Florida Surveying & Mapping Society (FSMS)**
- **Volusia County Chapter of FSMS**
- **Orange County Chapter of FSMS**
- **Geospatial Users Group (GUG)**
- **Kissimmee/Osceola Chamber of Commerce**
- **National Society of Professional Surveyors (NSPS)**
- **North Florida Safety Council (Chiple)**
- **Society of American Military Engineers (SAME)**
- **Sunshine State One Call of Florida (811)**
- **Washington County Chamber of Commerce (WCCC)**
- **West Coast Land Surveyors Association (WCLSA)**

TAB 7

PROFESSIONAL CONSULTANT SERVICES AGREEMENT
Professional Surveying Services
Request for Qualification (RFQ) #18-PW-01

THIS AGREEMENT is made and entered into this 18th day of July, 2018, by and between **Southeastern Surveying and Mapping Corporation**, duly authorized to conduct business in the State of Florida and whose address is **Corporate Office: 6500 All American Blvd., Orlando, FL 32810** hereinafter, called "CONSULTANT" and the **CITY OF HOLLY HILL**, a political subdivision of the State of Florida, whose address is 1065 Ridgewood Ave, Holly Hill, FL 32117, hereinafter called "CITY".

SECTION 1. AGREEMENT. The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Qualifications (RFQ #18-PW-??), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONSULTANT, constitute the entire Agreement between CITY and CONSULTANT. This Agreement is the final, complete and exclusive expression of the terms and conditions of the parties' Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

SECTION 2. TERM OF AGREEMENT. The term of this Agreement shall be for three (3) years from the date of award with two (2) one year extension options which may be exercised at the sole discretion of the City.

SECTION 3. COMPENSATION. For Services rendered, the CITY shall pay the CONSULTANT a lump-sum fee, including or excluding reimbursable expenses as mutually agreed upon. Unless otherwise agreed in a Scope of Services, the CONSULTANT will invoice the City monthly based upon the CONSULTANT's estimate of the portion of the total Services actually completed at the time of billing.

SECTION 4. REIMBURSABLE EXPENSES. "Reimbursable Expenses" means the actual, necessary and reasonable expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto for travel; toll telephone calls and facsimiles; reproduction of reports, drawings and specifications, and similar Project-related items; as provided in the City's Purchasing Policy.

SECTION 5. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, return receipts requested, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

For City:

Valerie Manning, City Clerk
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117
(386)248-9441

For Contractor:

Gary B. Krick, PSM, **President** (Name, Title)
Southeastern Surveying and Mapping Corp. (Company)
Corporate Office: 6500 All American Blvd. (Address)
Orlando, FL 32810 (City, State, Zip)
(407) 292-8580 (Phone)

SECTION 6. RIGHTS AT LAW RETAINED. The rights and remedies of CITY, provided for under this Agreement, are in addition and supplemental to any other rights and remedies provided by law.

SECTION 7. CONTROLLING LAW, VENUE, ATTORNEY'S FEES. This Agreement is to be governed, construed, and interpreted by, through and under the laws of Florida. Venue for any litigation between the parties to this Agreement shall be in the County of Volusia, Florida and any trial shall be non-jury. The prevailing party in any litigation arising from or related to this Agreement shall be reimbursed reasonable attorney fees and costs, including all fees and costs of an appeal.

SECTION 8. MODIFICATIONS TO AGREEMENT. This Agreement and any exhibits, amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

SECTION 9. SEVERABILITY. If, during the term of this Agreement, it is found that a specific clause or condition of this Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force and effect.

SECTION 10. WAIVER OF JURY TRIAL. THE CITY AND CONSULTANT HAVE SPECIFICALLY WAIVED THE RIGHT TO A JURY TRIAL CONCERNING ANY DISPUTES WHICH MAY ARISE CONCERNING THIS AGREEMENT.

SECTION 11. NON-WAIVER. No indulgence, waiver, election or non-election by CITY under this Agreement shall affect CONSULTANT's duties and obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date written above for execution by CITY.

WITNESSES:

CITY OF HOLLY HILL

WITNESSES:

Joseph Forte, City Manager

Dated: _____

FIRMS

By: _____
AS PRESIDENT

Dated: 6-18-18

Attachments: A. RFQ #18-PW-01
B. Firm Response to RFQ
C. Scope of Service

Approved by the City Commission of the City of Holly Hill at a meeting held on this _____ day of _____, 2018 under Agenda Item No. _____.

PROPOSER CHECK LIST

IMPORTANT: Please read carefully, sign in the spaces indicated and return with your Qualification.

Proposer should check off each of the following items as the necessary action is completed:

- ☒ The standard contract/ agreement has been signed and included.
- ☒ All applicable forms have been signed and included
- ☒ All information as requested in the Proposer's Qualification Form is included.
- ☒ Any addenda have been signed and included.
- ☒ The mailing envelope has been addressed to:

CITY CLERK
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, Florida 32117

- ☒ The mailing envelope must be sealed and marked with Qualification Number "RFQ 18-PW-01", Qualification Title "PROFESSIONAL SURVEYING SERVICES" and Due Date "@ 2:00 pm".
- ☒ The Qualification will be mailed or delivered in time to be received no later than the specified due date and time. (Otherwise Qualification cannot be considered.)

ALL COURIER-DELIVERED QUALIFICATIONS MUST HAVE THE RFQ NUMBER AND QUALIFICATION NAME ON THE OUTSIDE OF THE COURIER PACKET

Southeastern Surveying and Mapping Corp.

Company

Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

Fax No.

CONFLICT OF INTEREST AFFIDAVIT

By the signature below, the firm (employees, officers and/or agents) certifies, and hereby discloses, that, to the best of their knowledge and belief, all relevant facts concerning past, present, or currently planned interest or activity (financial, contractual, organizational, or otherwise) which relates to the proposed work; and bear on whether the firm (employees, officers and/or agents) has a possible conflict have been fully disclosed.

Additionally, the firm (employees, officers and/or agents) agrees to immediately notify in writing the Finance Director, or designee, if any actual or potential conflict of interest arises during the contract and/or project duration.

Southeastern Surveying and Mapping Corp.

Company

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

Fax No.

Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

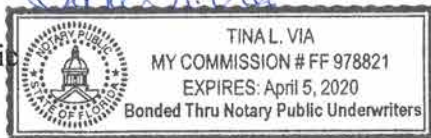
State of **Florida**

City of **Orlando**

SUBSCRIBED AND SWORN to before me this **18th** day of **June**, 20**18**, by
Gary B. Krick, PSM, who is personally known to me to be the
President for the Firm, OR who produced the following
 identification: _____.

Tina L. Via

Notary Public



My Commission Expires: **04-05-2020**

PROPOSERS QUALIFICATION FORM

LIST MAJOR WORK PRESENTLY UNDER CONTRACT:

% Completed	Project	Contract Amount
95%	City of Orlando Stormwater Facilities Inventory Ph. 6 (Maintenance)	\$999,143.29
97%	City of Port Orange Nova Canal North & Halifax Drainage Basins (Centerline Elevation Survey of Drainage Ditches)	\$ 199,339.00
65%	OUC Weber to Pershing 230kV Transmission Project - Route 2 (approx. 7 Miles)	\$ 351,548.00

LIST CURRENT PROJECTS ON WHICH YOUR FIRM IS THE CANDIDATE FOR AWARD:

City of Orlando Continuing Professional Surveying and Mapping Services

City of Eustis Continuing Services Contract for Professional Surveying Services

Southwest Florida Water Management District - General Engineering & Professional Services (Chapter F-Surveying & Mapping)

OTHER INFORMATION ABOUT PROJECTS:

Have you, at any time, failed to complete a project? ☐ Yes ☒ No

STATEMENT OF LITIGATION:

Are there any judgments, claims or suits pending or outstanding by or against you?

☐ Yes ☒ No

If the answer to either question is yes, submit details on separate sheet. List all lawsuits that have been filed by or against your firm in the last five (5) years:

FEES:

List total fees for work done on all City projects in the past five (5) years, whether as an individual firm or as part of a joint venture. **Fees must be listed individually by contract or project and then summarized as a total dollar amount.** Attach additional page if necessary.

\$ 40,594.00 Total Fees for work done on all City projects

REFERENCES:Bank(s) Maintaining Account(s): Refer to Bank Reference Letter Next Page

Surety/Underwriter: (if required) _____

Other References: (Use additional sheets if necessary)

TYPE OF FIRM:

☒ Corporation/Years in Business: 1972. If firm is a corporation, please list state in which it is incorporated: Florida. If firm is a corporation, by signing this form, Proposer certifies that the firm is authorized to do business in the State of Florida.

☐ Partnership/Years in Business: _____

☐ Sole Proprietorship/Years in Business: _____

☐ Other: Please list: _____

Pursuant to information for prospective Proposers for the above-mentioned proposed project, the undersigned is submitting the information as required with the understanding that it is only to assist in determining the qualifications of the organization to perform the type and magnitude of work intended, and further, guarantee the truth and accuracy of all statements herein made. We will accept your determination of qualifications without prejudice.

Southeastern Surveying and Mapping Corp.

Company

6500 All American Blvd.

Address

Orlando, FL 32810

City, State, Zip Code

Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

(407) 292-8580

Telephone No.

gkrick@southeasternsurveying.com

Email

(407) 292-0141

Fax No.



Paul M. Weber
Vice President
Relationship Manager

SunTrust Bank
2305 Edgewater Dr.
Orlando, FL 32804
Tel 407.340.3842
Fax 407.423-1367
paul.weber@suntrust.com

June 18, 2018

To: City Clerk's Office
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117-57

Re: Bank Reference Letter for **RFQ# 18-PW-001: Professional Surveying Services**

Southeastern Surveying and Mapping Corp is a valued client of SunTrust Bank and the Company's Management team is held in very high regards.

The company utilizes SunTrust Bank for its depository needs and has access to capital and financing arrangements with SunTrust. As a client of ours since 1999, they have handled all accounts as agreed.

We hold Southeastern Surveying and Mapping Corp and their management team in very high regard and consider them to be financially sound. We welcome the opportunity to answer any questions you may have.

Should you need any additional information, please do not hesitate to contact me at the number referenced below.

Paul M. Weber

Vice President

Commercial Banking

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

DECLARATION STATEMENT

City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117

RE: RFQ NO. 18-PW-01 - "PROFESSIONAL SURVEYING SERVICES for City of Holly Hill"

Dear Mayor and Commission Members:

The undersigned, as Proposer (herein used in the masculine, singular, irrespective of actual gender and number) declares that he is the only person interested in this Qualification or in the contract to which this Qualification pertains, and that this Qualification is made without connection or arrangement with any other person and this Qualification is in every respect fair and made in good faith, without collusion or fraud.

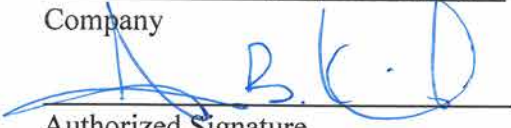
The Proposer further declares that he has complied in every respect with all the Instructions to Proposers issued prior to the opening of Qualifications, and that he has satisfied himself fully relative to all matters and conditions with respect to the general condition of the contract to which the Qualification pertains.

The Proposer puts forth and agrees to commence negotiations, in accordance with the Federal 40 USC Title 1101-1104 (Brooks Act) and F.S. 287.055(5), and execute an appropriate City document for the purpose of establishing a formal contractual relationship between him, and the City for the performance of all requirements to which the Qualification pertains. The Proposer states that the Qualification is based upon the Qualification documents listed in **RFQ #18-PW-01**.

IN WITNESS WHEREOF, WE have hereunto subscribed our names on this 18th day of June, 2018 in the City of Orlando, in the State of Florida.

Southeastern Surveying and Mapping Corp.

Company


Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

Fax No.

Attachment: SSMCs ELECTRONIC COPY_06-18-2018 (1) (2254 : RFQ 18-PW-01 - Professional Surveying Services)

INSURANCE REQUIREMENTS

INSURANCE TYPE

REQUIRED LIMITS

- | | |
|--|---|
| ☒ 1. Worker's Compensation | Statutory Limits of Florida Statutes, Chapter 440 and all Federal Government Statutory Limits and Requirements. |
| ☒ 2. Commercial General Liability (Occurrence Form) patterned after the current I.S.O form with no limiting endorsements. | <u>Bodily Injury & Property Damage</u>

<u>\$1,000,000</u> single limit per occurrence |
| ☒ 3. Indemnification: To the maximum extent permitted by Florida law, the Contractor/Vendor/Consultant shall indemnify and hold harmless the City of Holly Hill, its officers and employees from any and all liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees and paralegals' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Contractor/Vendor/Consultant or anyone employed or utilized by the Contractor/Vendor/Consultant in the performance of this Agreement. This indemnification obligation shall not be construed to negate, abridge or reduce any other rights or remedies which otherwise may be available to an indemnified party or person described in this paragraph. | |

This section does not pertain to any incident arising from the sole negligence of the City of Holly Hill.

- | | |
|--|--|
| ☒ 4. Automobile Liability | <u>\$ 500,000</u> Each Occurrence
Owned/Non-owned/Hired
Automobile Included |
| ☒ 5. Other Insurance as indicated below:
Errors and Omissions or Professional
Malpractice Coverage | \$ 1,000,000 Per Occurrence |
| ☐ 6. Aircraft Liability \$1,000,000 each occurrence combined single limit for bodily injury liability and property damage liability. | |
| ☒ 7. Contractor shall ensure that all subcontractors comply with the same insurance requirements that he is required to meet. The same Contractor shall provide City with certificates of insurance meeting the required insurance provisions. | |
| ☒ 8. The City of Holly Hill must be named as " ADDITIONAL INSURED " on the Insurance Certificate for Commercial General Liability where required. | |

INSURANCE REQUIREMENTS (Continued)

- ☒ 9. The City of Holly Hill shall be named as the Certificate Holder. NOTE--The "Certificate Holder" should read as follows:

City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, Florida

No City Division, Department, or individual name should appear on the Certificate. No other format will be acceptable.

- ☒ 10. **Thirty (30) Days Cancellation Notice** required.
- ☒ 11. The Certificate must state the **RFQ** Number and **SURVEYING SERVICES**.

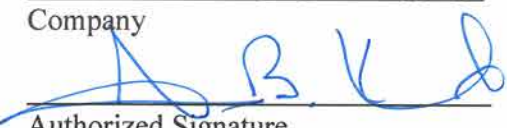
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PROPOSER'S AND INSURANCE AGENT'S STATEMENT:

We understand the insurance requirements of these specifications and that the evidence of insurability may be required within five (5) days of the award of **RFQ**.

Southeastern Surveying and Mapping Corp.

Company


Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

Gentry Insurance Agency

Insurance Agency

See Attached Insurance Certificate

Signature of Proposer's Agent

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

Fax No.

DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

Preference to businesses with drug-free workplace programs. -- Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

- (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- (2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- (3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- (4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.
- (5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

☒ YES
☐ NO

Southeastern Surveying and Mapping Corp.

Company

Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

Fax No.

NON-COLLUSION AFFIDAVIT OF PRIME QUALIFIER

State of Florida

County of Orange

Gary B. Krick, PSM, being first duly sworn, deposes and says that:
Southeastern Surveying

He/she is **President** of **and Mapping Corp.**, Proposer that has submitted the attached Qualification;

He/she is fully informed respecting the preparation and contents of the attached Qualification and of all pertinent circumstances respecting such Qualification;

Neither the said Proposer nor any of its officers, partners, owners, agent representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person, to fix the price or prices in the attached Qualification or of any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the CITY OF HOLLY HILL.

The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Southeastern Surveying and Mapping Corp.

Company

Authorized Signature

Gary B. Krick, PSM / President

Printed Name & Title

gkrick@southeasternsurveying.com

Email

345 Magnolia Place

Address

DeBary, FL 32713

City, State, Zip Code

(407) 292-8580

Telephone No.

(407) 292-0141

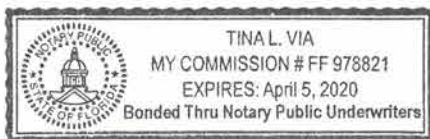
Fax No.

Subscribed and sworn to before me this **18th** day of **June**, 20**18**.

Tina L. Via

Accounts Receivables Manager

Title



My Commission Expires: **04/05/2020**

ACKNOWLEDGEMENTS
RFQ #18-PW-01 Professional Surveying Services

To: City of Holly Hill
1065 Ridgewood Ave
Holly Hill, FL 32117

Southeastern Surveying and Mapping Corporation

(Professional Consultant)

agrees to provide **PROFESSIONAL SURVEYING SERVICES** as defined in this Request for Qualifications document and in accordance with the requirements of the specifications and related work authorizations/contract documents.

The undersigned Qualifier/Consultant has carefully examined the RFQ requirements and related contract documents and is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done.

The undersigned agrees to provide the **PROFESSIONAL SURVEYING SERVICES** called for by the RFQ documents, in the manner prescribed therein and to the standards of quality and performance established by the City for the quality of service quoted.

The undersigned agrees to the right of the City to hold the Request for Qualifications submittals and guarantees the future related proposals for a period not to exceed one hundred twenty (120) days from the effective date of the contract term.

The undersigned accepts the invoicing and payment policies specified in the RFQ.

Upon award of this RFQ, the City and Qualifier/Consultant each binds himself, itself, or herself, its partners, successors, assigns, and legal representatives to the other party hereto in respect to all covenants, agreements, and obligations contained in the RFQ Documents.

The RFQ Document constitutes the entire agreement between City and Qualifier/Consultant and may only be altered, amended, or repealed by a Change Order or a written amendment.

The Qualifier/Consultant, by signing these RFQ Submittal pages, acknowledges and agrees to abide by all the terms, conditions, and specifications contained in this RFQ Document.

Qualifier/Consultant shall guarantee **PROFESSIONAL SURVEYING SERVICES** within 30 calendar days from receipt of Purchase Order or Work Authorization / Notice to Proceed.

Dated this 18th day of June, 2018
(Month) (Year)

INDIVIDUAL, FIRM, CORPORATION, LIMITED LIABILITY, PARTNERSHIP, OR OTHER
FORM OF ENTITY

By:  / Gary B. Krick, PSM
(Signature) (Print name)

Address: Corporate Office: 6500 American Blvd.
Orlando, FL 32810

Telephone: (407) 292-8580 Fax: (407) 292-0141

Taxpayer Identification Number (TIN): 59-1621976

CORPORATION

By: _____ / _____
(Signature) (Print name)

Address: _____

Telephone: (_____) _____ Fax: (_____) _____

Taxpayer Identification Number (TIN/EIN): _____

State Under Which Corporation Was Chartered:
Florida

Corporate President: Gary B. Krick, PSM
(Print Name)

Corporate Secretary: Darryll DeMarsh
(Print Name)

Corporate Treasurer: Brian R. Garvey, PE, GISP
(Print Name)

CORPORATE SEAL

Attest By: Darryll DeMarsh
Secretary

Signature:  Date: 06-18-2018

COMPLIANCE WITH THE PUBLIC RECORDS LAW

Upon award recommendation or ten (10) days after opening, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the solicitation, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of your firm's credit data to the CITY.

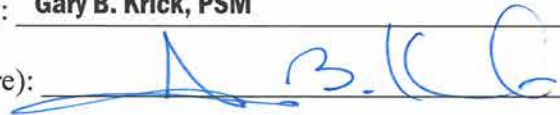
If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the CITY in a separate envelope marked accordingly.

By submitting a response to this solicitation, the company agrees to defend the CITY in the event we are forced to litigate the public records status of the company's documents.

Company Name: **Southeastern Surveying and Mapping Corporation**

Authorized representative (printed): **Gary B. Krick, PSM**

Authorized representative (signature):



Project Number: **RFQ #18-PW-01**

Date: **06-18-2018**

REFERENCES FORM

Provide the business names, contact persons and telephone numbers of four (4) references for which the firm has provided services described in this Qualification for three (3) years or more within the last five (5) years. Include relationships with governmental agencies. It is our intent to contact these references during the evaluation process.

1. Name of Company: **The City of Cocoa, as Prime Consultant**
 Address: **351 Shearer Blvd., Cocoa, FL 32922**
 Point of Contact: **Mr. Benjamin N. Hayner, PE | Engineering Division Manager**
 Phone #: **(321) 433-8725** Email address: **bhayner@cocoafl.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2016**

2. Name of Company: **The City of Daytona Beach, as Prime Consultant**
 Address: **950 Bellevue Ave., Daytona Beach, FL 32115**
 Point of Contact: **Mr. Frank M. Van Pelt, CPM | Technical Services Project Director**
 Phone #: **(386) 671-8635** Email address: **VanPeltF@codb.us**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2001**

3. Name of Company: **The City of Orange City, as Prime Consultant**
 Address: **426 S. Volusia Ave., Orange City, FL 32763**
 Point of Contact: **Ms. Migdalia Hernandez | Public Works Director**
 Phone #: **(386) 775-5446** Email address: **mhernandez@ourorangecity.com**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2015**

4. Name of Company: **The City of Port Orange, as Prime Consultant**
 Address: **1000 City Center Cl., Port Orange, FL 32129**
 Point of Contact: **Ms. Linda D. Johson, ACP, R/W-NAC | Right of Way Agent**
 Phone #: **(386) 506-5755** Email address: **Ljohnson@port-orange.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2001**

REFERENCES FORM

Provide the business names, contact persons and telephone numbers of four (4) references for which the firm has provided services described in this Qualification for three (3) years or more within the last five (5) years. Include relationships with governmental agencies. It is our intent to contact these references during the evaluation process.

1. Name of Company: **The City of Altamonte Springs, as Prime Consultant**
 Address: **950 Calabria Dr. , Altamonte Springs, FL 32714**
 Point of Contact: **Ms. Victoria Bogle | Project Manager/Utilities and Plats Coordinator**
 Phone #: **(407) 571-8332** Email address: **vlbogle@altamonte.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1992**

2. Name of Company: **The City of Apopka, as Prime Consultant**
 Address: **748 East Cleveland St., Apopka, FL 32703**
 Point of Contact: **Mr. R. Jay Davoll, PE, CFM | Public Services Department**
 Phone #: **(407) 703-1731** Email address: **jdavoll@apopka.net**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1997**

3. Name of Company: **The City of Casselberry, as Prime Consultant**
 Address: **95 Triplett Lake Dr., Casselberry, FL 32707**
 Point of Contact: **Mr. Mark D. Gisclar | Public Works Director**
 Phone #: **(407) 703-1731** Email address: **mgisclar@casselberry.org**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 2002**

4. Name of Company: **The City of Ocoee, as Prime Consultant**
 Address: **400 South Orange Ave., 8th Floor, Orlando, FL 32802**
 Point of Contact: **Mr. Jack A. Butler, AICP, PMP | Director of Support Services**
 Phone #: **(407) 554-7063** Email address: **AButler@ci.ocoe.fl.us**
 Service(s) Provided: **Continuing Professional Surveying and Mapping Services**

 Dates of Service: **Ongoing since 1990**

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES,
ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. THIS SWORN STATEMENT IS SUBMITTED TO City of Holly Hill
by Gary B. Krick, PSM / President
(Print Individual's Name and Title)
for Southeastern Surveying and Mapping Corporation
(Print Name of Entity Submitting Sworn Statement)
whose _____ business _____ is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-1621976

2. I understand that a "public entity crime" as defined in Paragraph 287.133 (1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provisions of goods or services let by a public entity, or which otherwise transacts or applies to

transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

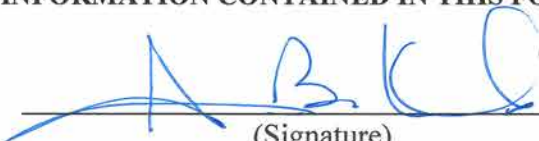
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, nor any affiliates of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR A CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

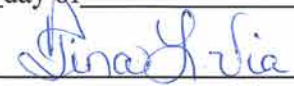

(Signature)

Sworn and subscribed before me this 18th day of June, 2018.

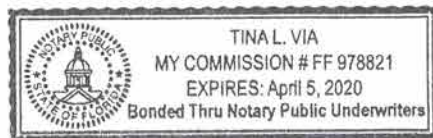
Personally known ✓

OR produced identification _____

(Type of Identification)


Tina L. Via (Notary)
Notary Public State of Florida

My commission expires: 04-05-2018



VENDOR INFORMATION

Vendor is:

- (☒) Corporation
 () Partnership
 () Sole Proprietorship
 () Other _____ (Explain)

Federal Employer Identification Number: 59-1621976

Firm Name: Southeastern Surveying and Mapping Corporation

Mailing Address: Corporate Office: 6500 All American Blvd., Orlando, FL 32810

Telephone No.: (407) 292-8580 Fax No.: (407) 292-0141

Email Address: gkrick@southeasternsurveying.com Web Address: www.southeasternsurveying.com

If remittance address is different from the mailing address so indicate below.

Firm Name: _____

Remittance Address: _____

Submitted by:  _____

Name & Title Printed: Gary B. Krick, PSM / President

Form (Rev. October 2007) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give form to the requester. Do not send to the IRS.						
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) Southeastern Surveying and Mapping Corporation							
	Business name, if different from above							
	Check appropriate box: ☐ Individual/Sole proprietor ☒ Corporation ☐ Partnership ☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ☐ Exempt payee ☐ Other (see instructions) ▶							
	Address (number, street, and apt. or suite no.) 6500 All American Blvd. City, state, and ZIP code Orlando, FL 32810	Requester's name and address (optional)						
	List account number(s) here (optional)							
Part I Taxpayer Identification Number (TIN)								
Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Social security number</td> <td style="width: 40%;">or</td> </tr> <tr> <td>Employer identification number</td> <td></td> </tr> <tr> <td>59 1621976</td> <td></td> </tr> </table>			Social security number	or	Employer identification number		59 1621976	
Social security number	or							
Employer identification number								
59 1621976								
Part II Certification								
Under penalties of perjury, I certify that:								
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below).								
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.								
Sign Here	Signature of U.S. person ▶	Heather Krick Date ▶ 06-18-2018						
General Instructions								
Section references are to the Internal Revenue Code unless otherwise noted.								
Purpose of Form A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:								
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.								
Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.								
Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:								
• An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7).								
Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.								
The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:								
• The U.S. owner of a disregarded entity and not the entity,								

Cat. No. 10231X

Form **W-9** (Rev. 10-2007)

RFQ #18-PW-01
Professional Surveying Services
for
The City of Holly Hill
Opening Date/Time
June 18, 2018
by 2:00 pm

Submitted by:

MYER LAND SURVEYING, Inc.
Michael M. Myer, Professional Surveyor and Mapper
Bachelor of Land Surveying, University of Florida
Phone 386 255-6304
mmyer4006@gmail.com

MYER LAND SURVEYING

Incorporated

Michael M. Myer, Professional Surveyor and Mapper

Bachelor of Land Surveying, University of Florida

Phone 386 255-6304

mmyer4006@gmail.com

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MYER LAND SURVEYING

Incorporated

Michael M. Myer, Professional Surveyor and Mapper

Bachelor of Land Surveying, University of Florida

Phone 386255-6304 Mmyer4006@gmail.com

316 Ridgewood Avenue

Holly Hill, Florida 32117

June 16, 2018

Valerie Manning, City Clerk
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117

RE: RFQ 18-PW-01 Request for Qualifications Surveying Services City of Holly Hill

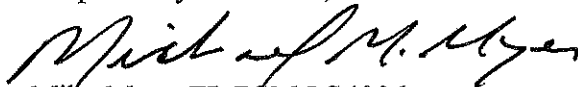
Dear Ms. Manning,

Myer Land Surveying, Inc was founded in 1985 in the city of Holly Hill as Myer Land Surveying, a sole proprietorship. In 1998 the firm was incorporated as Myer Land Surveying, Inc. The firm has established and maintains a good reputation for providing accurate, timely and cost-effective surveying services to the public.

Michael M. Myer, PSM and President of Myer Land Surveying, Inc, is a lifelong Holly Hill resident. He was the first Bachelor of Land Surveying, College of Engineering; graduate from the University of Florida to be licensed and to practice in Volusia County. Staying on the tip of the technology spear, Myer Land Surveying, Inc integrated a Computer Aided Drafting and Design System in 1993. The firm was the first local firm to implement an automated data collector into daily use. Myer Land Surveying, Inc was the first firm in Volusia County to have Real Time Kinematic GPS capability. That capability has been increased with the addition of state of the art Carlson BRx6 GNSS receiver. The Carlson machine has real time and static capability.

Michael Myer's business philosophy is, embrace technology to efficiently survey with the best possible equipment providing the best product at the best value. Included in that philosophy is always take enough time to do the work correctly.

Respectfully submitted,



Mike Myer, FL PSM LS4006

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

II

Corporate Experience

Corporate Experience and Capacity:

Myer Land Surveying, Inc is a multi-disciplined surveying and mapping operation. Our experience includes: general land surveying; route surveying for underground utilities, bicycle paths, easements and rights of way; boundary surveys; topographic surveys for engineering and architectural design; platting for subdivisions; reviewing subdivision plats for statutory compliance, ditch cross section surveys; construction staking; title research; geodetic control surveys; and as-built surveys. Beginning in 1997, Myer Land Surveying, Inc worked closely with the City Clerk, maintaining the City of Holly Hill's City Limits boundary description. The description was updated as properties were annexed into the City. Our firm has been an "on call" surveyor for the City of New Smyrna Beach for Statutory Subdivision Plat Review. Myer has completed projects for the City of Daytona Beach, the City of Ormond Beach, the Volusia County School Board and was a contracted surveyor to the Florida Department of Environmental Protection.

Myer began providing surveying services to the City of Holly Hill in 1990. The first City Project completed was to measure the subsidence, if any, while filling a newly constructed sewer plant tank. The task purpose was to be the warning bell for an impending catastrophic failure. The tank did not fail and is still in use today. This project was the beginning of a long relationship with the City. Since that time Myer Land Surveying, Inc has completed innumerable major and minor City projects. The projects range in scope from as large scale such as the Riverside Drive Bike Path to as small as determining whether a tree is in or outside of the public right of way. as a note The City's original GIS mapping system is oriented on GPS coordinates established by Myer Land Surveying, Inc.

In 2002, the Holly Hill City Commission awarded Myer Land Surveying, Inc the Professional Surveying Services contract. Myer Land Surveying, Inc has been awarded the contract in every subsequent RFQ.

Though a small firm, (3 full time and 1 part-time, employees) Myer Land Surveying, Inc has provided the City with accurate, cost effective and timely delivered surveying services since 1990. Our institutional knowledge of the City is an invaluable resource that has been accessed often by the City's Public Works Department, Community Redevelopment Department, City Planner and the City Manager.

In the unlikely event a project beyond Myer Land Surveying, Inc's ability to complete efficiently with its own staff Myer has assembled a sub-consultant team. The team, secured by letters of commitment (attached) are MRG GEO, Cardno TBE, Sliger and Associates and Daniel W. Cory, Surveyors. They have agreed to provide assistance and resources as needed.

III

Specialized Expertise

Specialized Expertise of Team Members

Employees

- Florida licensed Professional Surveyor and Mapper:

Michael M. Myer, Florida Licensed Professional Land Surveyor since January 1983, Bachelor of Land Surveying, College of Engineering, University of Florida December 1982
Principal and then President of Myer Land Surveying since 1985
Holly Hill Qualified Surveyor since 2002
Past President, Vice President and Secretary Volusia County Chapter Florida Surveying and Mapping Society

Mr. Myer's duties include, research, calculation, public relations, drafting, preparing legal descriptions and quality control. The above listings are the principal tasks Mr. Myer has performed and will continue to perform in all Holly Hill City projects

- Crew leader and Computer draftsman:

Allen Harrison, Survey Technician, crew leader and draftsman.
Mr. Harrison began his surveying career in 1993 with George F. Young. In 1997 he joined Myer Land Surveying. Following a three-year hiatus, he returned in 2001 and has been the Senior Field Technician and Senior Draftsman since. Mr. Harrison enjoys a strong working relationship with the City's Public Works crews. He has been the field person primarily responsible for all the City's infrastructure improvement projects over the last 10 years. Mr. Harrison will continue in this position as well as being the field liaison with the sub-consultants when needed.

- Survey Technician, IT Tech and Computer Draftsman, AA:

Andrew Smith, Survey Technician, IT Tech and Computer Draftsman.
Mr. Smith joined the firm in September 2016, He has a 2-year degree from Daytona State College and is currently enrolled part-time at DSC with an eye toward pursuing a University of Florida surveying degree.

- Office Manager,

Kimberly Myer Smith, BS, MHCA, is a part-time employee who recently re-joined the firm. Mrs. Smith worked for Myer Land Surveying, Inc, during her undergraduate studies at Daytona State College. She has returned on a part-time basis and brings with her a strong background in management and finance. Her current full-time position is Staff and Finance Manager, Christ Community Church. Previously, during her 5 years at Florida Hospital she rose to the position of Admission Department Manager where she oversaw 32 employees.

Sub-Consultants:

- Mapping Resource Group, Inc GEO:

MRG GEO (absorbed Southern Resource Mapping which was founded in the early 1970's) is an international professional services company that provides Photogrammetric Mapping services. The firm's local office is in Flagler Beach, Florida. Their capabilities include; Aerial Photography, Planimetric and Topographic mapping, Digital Orthophotography, and LiDAR Services. MRG GEO has signed a "Letter of Understanding" with Myer Land Surveying, Inc to provide large scale mapping services to the City of Holly Hill under Myer Land Surveying Inc team leadership, on an as needed basis.

- Sliger and Associates, Inc:

Sliger and Associates, Inc founded in 1974, is a well-equipped surveying firm that utilizes Static and RTK capable GPS, robotic total stations and multiple Auto-Cad drafting stations. They have entered into a "Letter of Understanding" with Myer Land Surveying Inc, to provide additional staff and resources as a sub-consultant to the City of Holly Hill under Myer Land Surveying, Inc. team leadership, on an as needed basis.

- Daniel W Cory Surveyors, LLC, Inc:

Daniel W Cory Surveyors, LLC established in 1965 is another well-equipped Surveying firm, utilizing Static and RTK capable GPS, robotic total station and multiple Cad drafting stations. Daniel W Cory Surveyors, LLC, has also entered into a "Letter of Understanding" to provide additional staff and resources as a sub-consultant to the City of Holly Hill under Myer Land Surveying, Inc. team leadership, on an as needed basis.

- Cardno TBE:

Cardno TBE is a full-service international engineering firm which has been providing subsurface utility engineering and utility coordination services since 1992. The utility division has 12 SUE crews available in Florida and fully equipped with surface geophysical instruments, Ground Penetrating Radars and vacuum excavation trucks. Cardno TBE has entered into a "Letter of Understanding" to provide subsurface utility location information and or mapping services as a sub-consultant to the city of Holly Hill under Myer Land Surveying, Inc team leadership on an as needed basis.

Office Locations

Myer Land Surveying, Inc is located at 316 Ridgewood Avenue in Holly Hill. It is a short one mile drive to City Hall.

MRG GEO's branch office is located in Flagler Beach, Florida, approximately 25 miles or 0.67 hours away. MRG GEO is well staffed with photogrammetrists, pilots, CADD drafters, and Professional Surveyors and Mappers.

Sliger and Associates is in Port Orange, Florida, approximately 10 miles or 0.41 hours away. S&A normally operates with 7 field crew, multiple CADD drafters, and four Professional Surveyors and Mappers.

Daniel W. Cory, LLC is in New Smyrna Beach, Florida, approximately 16 miles or 0.5 hours away. DWC currently operates with 2 field crews, 2 CADD drafters and two Professional Surveyor and Mappers

Cardno TBE's nearestoffice is in Altamonte Springs, Florida, approximately 47 miles or 0.78 hours away. Cardno has 12 fully staffed Subsurface Underground Exploration crews operating in Florida. There are multiple Civil engineers and CADD drafters employed by the firm.

IV

Customer Listings

Customer Listings:

The application asked for a listing of all the similar projects of the last three years completed by Myer Land Surveying, Inc. The City work is diverse and includes work that is completed daily, boundary surveys, topographic surveys, as-builts, finals, specific purpose, etc. Also, phone numbers and contact information were requested, for all. Regretfully the request is overburdensome as well as intrusive. Myer does not give out client contact information without permission from the client. Contact information for the references is given but only after those folks were contacted and agreed to the request. In an attachment Myer has given a substantial listing of projects completed from 2015 until present.

Client References**Andrew Giannini, PE**

QLH, a Mead & Hunt Company, Inc
4401 Eastport Parkway
Port Orange, FL 32127
386 761-6810 office 386 414-5051 direct
Andrew.Giannini@meadhunt.com
15+ years

Peter Solti, GC

Solti Construction
44 Coquina Ridge Way
Ormond Beach, FL 32174
386 677-6771 office 386 527-0799 cell
Dsolti@cfl.rr.com
10+ years

Pete Zahn

Zahn Engineering, Inc
244 S. Palmetto Avenue
Daytona Beach, FL 32114
386 252-0020
pete.zahn@zahneng.com
35 years

Ray Budgen, GC

Budgen Construction
22 Winding Woods Trail
Ormond Beach, FL 32174
386 673-2508 office 386 527-3175 cell
rbudgen@cfl.rr.com
25 years

Date	Job No.	Client	Address	Work Completed
12/15/2015	15247-2	David Bass/BBCOX, LLC	Timber Tr	write legal descriptions including easements
1/8/2015	15102	Dale Franks & Oleta P	209 Royal I	boundary survey
1/16/2015	15103	Thomas J. Chaney	1107 3rd St	boundary survey
1/16/2015	15104	Victor E. Parisa, II & Fr	227 S. Cent	boundary survey and elevation cert.
1/16/2015	15105	David & Nancy Bronzi	78 Carol Rc	boundary survey
1/20/2015	15106	Gregory Popp & Sandr	220 Riverb	boundary survey
1/22/2015	15107	Kathleen Ohlsson	219 Oak Ri	boundary survey
1/22/2015	15108	Patrick & Virginia Gavi	31 Atlantic	Boundary survey
1/22/2015	15109	Kurt & Noelle Rodrigu	295 S. Cent	boundary survey
1/22/2015	15111	Ronald A. Severino	172 Sandca	Boundary re-survey
1/22/2015	15120	Benton Ledbetter & SI	1444 Atlan	Boundary survey
1/22/2015	15122	Doug Wigley	40 Canterb	Boundary survey
1/22/2015	15127	Gregory, Corrine & M	45 Winche	Boundary survey
1/23/2015	15112	Wali Delwar	879 Dr. Ma	Boundary survey
2/3/2015	15110	Ethel & Michael Newn	253 Woodl	Boundary survey
2/3/2015	15113	Jo Ellen Zayer	920 Buena	Boundary survey
2/3/2015	15114	Charles & Lorraine Hul	605 East Ri	Boundary re-survey
2/4/2015	15115	Richard & Jane Seama	62 S. Arbor	Boundary re-survey
2/9/2015	15116	Ralph Morford	3780 Junip	Updated boundary survey
2/11/2015	15118	Jarry & Cheri Ballard	114 Avalon	Boundary re-survey
2/13/2015	15117	Mel J. Duggan	701 Calle G	Boundary survey, topo & tree location
2/13/2015	15119	Donald Gray & Lori Di	900 N. Hali	Boundary survey
2/16/2015	15101	Adam Findley & Charn	Kirkland Rd	Wetland delineation location, update & rece
2/25/2015	15121	Greg & Susan Tassey	257 Barrell	Boundary survey
2/26/2015	15144	Gerald Gallimore	660 Westw	Boundary re-survey, topo and tree location
3/1/2015	15125	Harold Brandner	29 Kathy D	Boundary re-survey
3/1/2015	15133	Henry Wimenta	158 & 159	Boundary survey
3/6/2015	15130	Alfred L. Nannini	128 Baywo	Boundary survey
3/10/2015	15134	Constance & John Hol	3766 Long	Boundary survey
3/11/2015	15126	Nicole Morris	1108 Wave	Boundary survey
3/12/2015	15129	Troy & June Howe	355 Coquir	elevation certificate for insurance and LOMR
3/13/2015	15123	Gary Yeomans	542 John A	Boundary and topographic survey
3/13/2015	15128	Russell & Rose P. Brow	1737 West	Elevation certificate
3/16/2015	15135	Tina Davis	137 Botefu	Boundary survey
3/16/2015	15138			
3/16/2015	15138	Ronald A. Severino	122 Sandca	Boundary re-survey
3/17/2015	15132	Rob Rinders	811 Fentre	Boundary re-survey
3/17/2015	15148	William T. Moore Trus	556 W. Gra	copies
3/18/2015	15131	Carrot Family Trust	3362 Relay	Boundary survey
3/19/2015	15149	Rod & Jean Gammon	3455 Relay	zoning & flood zone research
3/20/2015	15136	Rush & Jennifer Miller	1 Tomoka	Boundary survey, elevation certificate & set
3/20/2015	15137	DTS Property, LLC	552 Woodg	Boundary survey
3/20/2015	15143		645 Ridgewood Retail	645 Ridgew boundary survey
3/20/2015	15145	David & Lois Carter	1650 River	Boundary survey
3/23/2015	15139	Simon & Robin Hay	622 Virgini	Boundary survey
3/25/2015	15146	Michael & Colleen Blai	161 Woodl	elevation certificate with engineer's base flo

3/27/2015	15124	John & Virginia Moritz 101 Creeks Boundary and topo survey
3/27/2015	15140	John & Gwendolyn Mi 1659 John Boundary survey
3/27/2015	15141	Mark V. Dinorsce 921 Ridgev Boundary survey
4/9/2015	15151	Elizabeth Navarra 1223 Cente Boundary survey
4/9/2015	15154	Central Baptist Church 152 Fairvie elevation certificates
4/14/2015	15147	James Harrington 2340 Kenih Boundary survey
4/14/2015	15153	Beverly Parsley 500 Cannon elevation certificate w/ engineers determine
4/14/2015	15155	Charles Wilkes, Jr. 67 Hernanc Boundary survey
4/15/2015	15156	William & Roseann Cit 308 Sawmi Boundary survey
4/21/2015	15150	Heaster Family LTD Pa Old Kings R Boundary survey
4/22/2015	15124-2	John & Virginia Moritz 101 Creeks Plot plan
4/22/2015	15159	Kim Stephenson 23 Plaza Dr Boundary survey
4/23/2015	15123-2	Gary Yeomans 542 John A locate sewer & water, locate adjoiners, mea
4/23/2015	15157	Jonathan & Stacy Mor 107 Sweet Boundary & topo survey
4/24/2015	15158	Frederik Soorsma 1720 Mary Boundary survey
4/24/2015	15160	United Brethrn in Chri 560 Flomic updated boundary survey and added improv
4/24/2015	15170	Louise Hope Johnson 1613 Cordc Boundary survey
4/27/2015	15165	Elite Hospitality V, LLC 1715 W. ISI Boundary survey
4/29/2015	15123-3	Gary Yeomans 542 John A locate sewer, re-suse line, coordinate with O
4/29/2015	15163	Sue Ann Brown 64 Alaman Boundary survey
4/29/2015	15167	John E. Phillips 18B Oriole boundary survey
4/29/2015	15171	Kathleen Hansen 126 Ormw Boundary survey and plot plan
4/30/2015	15161	Cynthia Lindsay & Lut 134 Loomi boundary survey with proposed elevation ce
4/30/2015	15164	Woodrow & Peggy Shi 87 Highlan Boundary survey
5/6/2015	15173	Michael Moore 520 N. Bea boundary re-survey and elevation certificate
5/13/2015	15162	SNL Properties 1203 S. Cer boundary survey
5/14/2015	15150-2	Heaster Family LTD Pa Old Kings R Wetlands location
5/14/2015	15152	Joanne S. King & Dian 11 Pearl Dr boundary survey
5/14/2015	15172	Jabre, Inc. 259 W. Gra boundary survey
5/15/2015	15176	Michele Williams 833 Sugar elevation certificate
5/19/2015	15171-2	Kathleen M. Hansen 126 Ormw topographic survey
5/20/2015	15174	Robert & Elizabeth Sci 1139 Landc boundary survey
5/20/2015	15175	Yrral Real Estate Comp 1232 8th St boundary survey
5/20/2015	15177	Clyde & Amy Ball 3 Sea Grap boundary survey
5/20/2015	15178	W. Garrett Crotty 6 Tomoka boundary re-survey
5/25/2015	15185	Kevin G. Whitaker 2005 N. Ha elevation certificate
5/27/2015	15157-2	Jonathon & Stacy Mor 107 Sweet rough stake building
5/27/2015	15171-3	Kathleen Hansen 126 Ormw stake building
5/27/2015	15180	Nadezhda Teytelbaum 528 Pine St boundary survey
5/27/2015	15182	Matthew & Lauren Dy 423 & 425 boundary survey
5/27/2015	15183	J & J Enterprises Two, 23 S. Yongc Boundary survey
6/2/2015	15185-2	Kevin Whitaker 2001 N. Ha elevation certificate
6/3/2015	15179	Cheryl Barr Acampora 1097 Greer boundary survey
6/3/2015	15187	Grace Pedersen & Tho 1555 W. ISI Boundary survey
6/11/2015	15164	Woodrow & Peggy Shi 87 Highlan divided parcel, created 2 legal description an
6/11/2015	15184	Gerald T. Azeff 6228 Santa Boundary survey
6/12/2015	15132	Rob Rinders/RCR Real 811 Fentre Boundary re-survey

6/16/2015	15190	Joan Monte & Hermar 745 Orchar boundary survey
6/17/2015	15168	David Higgs 274 Woodl Boundary survey
6/17/2015	15169	James & Lysa Capen 285 Woodl boundary survey
6/23/2015	15150-3	Heaster Family LTD Pa Old Kings R Topographic and tree location survey
6/29/2015	15101-2	Adam Findley & Charn 350 Kirklan FPL easement
7/1/2015	15191	Steve & Wanda Bailey 623 A & B I Boundary survey
7/1/2015	15192	David Oshman 745 Orchar Boundary survey
7/2/2015	15188	Western Appalachian : 1195 Rober Boundary survey
7/8/2015	15196	Sheryl Owens & Rober 264 Foundl Boundary survey
7/8/2015	15199	Allen & Christy Harrisc 910 Alaban Boundary survey
7/10/2015	15194	John Pirtle Shockney I boundary re-surveys
7/13/2015	15156-2	Billy & Rose Ann Ciullc 308 Sawmi Locate corners
7/13/2015	15200	John & Judith Bacci 124 Coquir consultation regarding utility easement
7/15/2015	15198	Timothy E. & Marilyn 1 Sea Drift Boundary survey
7/16/2015	15197	Keith Sherman 3120 Liberl Boundary survey
7/20/2015	15201	David M. Gill 705 Unabe boundary survey, combining lots
7/23/2015	15202	Rayne Lewis 142 Wilme Boundary survey
7/23/2015	15212	Jason & Maria Slessor 129 E. Cour Foundation location with elevations
7/27/2015	15167-2	John E. Phillips 18B Oriole added certs
7/27/2015	15204	New Britian Homeowr 57 Chipping Boundary survey
7/28/2015	15193	Michael & Nancy Harr 170 Appolc Boundary and topographic survey, wetland a
7/29/2015	15203	Thomas & Jacqueline 280 S. Cent Boundary survey and elevation certificate
7/29/2015	15205	Justina Thomas Smith 1509 Cente Boundary survey
7/29/2015	15206	Remigio Lacsamana 2598 S. Per Boundary survey
7/29/2015	15208	Larry Paulk, Sr. 178 Center Boundary survey
7/29/2015	15209	Michael & Krista Drocl 927 Hartfo: Boundary survey
7/30/2015	15189	Carroll L. Fisher, III vacant proj created two legal descriptions and two boun
7/31/2015	15215	Sarogini, LLC 325 8th St. elevation certificate
7/31/2015	15218	Austin & Katie Brownl 3454 Rodei Boundary re-survey
8/4/2015	15207	John & Susan Truax 936 State A Boundary survey
8/5/2015	15210	Eric Wood 131 Rodeo Boundary and topographic survey
8/10/2015	15214	Tymber Creek Homeo 105 Willow topographic survey
8/12/2015	15216	William Carl Hauck 319 N. Jani Boundary survey
8/12/2015	15220	Richard & Mildred Lev 806 Daytor Boundary survey
8/13/2015	15213	Manuael V. & Carole J 1528 Ridge Boundary survey and plot plan
8/17/2015	15135-2	Augustina Davis 137 Botefu update boundary survey, topo survey, plot p
8/18/2015	15228	Stuart & Laura Bush 342 McIntc Boundary survey
8/20/2015	15217	Ormond Beach Union 21 Lincoln I Boundary survey
8/20/2015	15219	Seas the Moment 824 Lakewi Boundary survey
8/20/2015	15221	William & Felicia Philli 626 Riversi Boundary survey
8/21/2015	8/21/2015	Nora Naughton 556 10th St Boundary survey
8/21/2015	15226	Ludelva, LLC 600 Oakrid Boundary survey
8/21/2015	15227	Ludelva, LLC 1609 Ridge Boundary survey
8/25/2015	15223	James Brittain 1413 Peach Boundary survey
8/26/2015	14152-2	Ray Webb Dixie Drive, Plot plan, rough stake building, 5 consultatio
8/27/2015	15229	Aaron Graham, Leslie 407 Riversi Boundary survey
8/27/2015	15234	Kenneth & Nancy Neu 117 15th St Boundary survey

9/2/2015	15135-4	Augustina Davis	137 Botefu Stakeout building w/ elevations
9/2/2015	15222	Keystone Homes	365 Pine Cr Boundary, topo, wetland and proposed struc
9/2/2015	15223	LCW Trust/JAD Trust	2058 John . Boundary re-survey
9/3/2015	15230	Frederik Soorsma	1720 Mary 2 boundary surveys with legal descriptions
9/3/2015	15232	Daryl Harris	155 Capri L Boundary re-survey and plot plan
9/4/2015	15235	Kimberly & Jeffrey Hui	37 Seacresl Boundary survey
9/9/2015	15242	Christine Fox	37 Seacresl Boundary survey
9/11/2015	15224 & 152	City of Holly Hill	Sica Hall & special purpose survey fo 2 site plans
9/11/2015	15240-16172	Gary Gray & Patricia P	2155 Halifa Bouddary survey, elevation certificate w/eng
9/15/2015	15239	C. Chobee Ebbets	138 Live O; boundary survey & elevation certificate
9/16/2015	15150-5	Heaster Family LTD Pa	Old Kings R Measure seasonal high water elevations
9/16/2015	15244	Eric and Je-Toya Mobl	27 Park Rid Boundary re-survey
9/18/2015	15108-2	Patrick & Virginia Gavi	31 Atlantic topographic survey & tree location
9/18/2015	15124-3 & 4	John & Stacy Moritz	101 Creeks stake building w/elevation & foundation loca
9/18/2015	15157-3 & 4	John & Stacy Moritz	107 Sweetl stake building w/elevation & foundation loca
9/18/2015	15248	Keystone Homes	22 Sunny B boundary survey and plot plan
9/21/2015	15222-rev	Keystone Homes	365 Pine Cr revised wetlands buffer and shifted building
9/23/2015	15246	Walter H. McKeehan	5691 John . Boundary survey
9/23/2015	15249	Edythe Mary Donnelly	1568 Primr Boundary survey
9/24/2015	15250	Andre B. Richardson	635 Cherry Elevation certificate
9/24/2015	15252	Thadeus H. Burak, Jr.	288 Jeffrey elevation certificate
9/29/2015	15248-rev	Keystone Homes	22 Sunny B revised plot plan
9/30/2015	15251	Fred Hudson	487 S. Yong; Boundary survey
10/1/2015	15195	Jim Phillips	Buckskin L; Boundary survey with wetlands location
10/2/2015	15255	Chris Alexander/Tomo	435 Pine Bl Boundary survey
10/5/2015	15245	Thomas W. Jarrett	524 Mason Boundary survey
10/6/2015	15237	Rene Rivard	46 Hibiscus Boundary survey
10/6/2015	15257	Amy Lou Pantages	341 Greenl Boundary survey and elevation certificate
10/12/2015	15254	Yizgheng Gong	5596 S. Lar Boundary survey and plot plan
10/12/2015	15270	Kenco Signs	1635 Taylo stake easement location
10/13/2015	15253	David McMillen & Hei	130 Lee St. Boundary survey
10/14/2015	15262	Peter Solti	3108 Acom Boundary survey
10/14/2015	15263	Doug Wigley	Pelican Bay additional utilities location
10/16/2015	15238	Keystone Homes	1900 W. Gr Boundary & topographic survey, tree locatio
10/19/2015	15269	Irene Thomas & Willia	203 Kenilw Boundary survey
10/20/2015	15264	Patricia Westbrook	1508 River: Boundary survey
10/21/2015	15261	Dana Forsythe	211 State A Boundary survey
10/21/2015	15265	Benjamin E. Kraljev, Sr	720 S. Atlai boundary survey
10/23/2015	15274	Mark Solomon	2916 Anch; Boundary survey
10/26/2015	15247	David Bass (BBCOX, LL HH	Boundary surveys, locate water lines, and loc
10/28/2015	15266	George & Jean Vardy	20 Shadow Boundary survey
10/28/2015	15279	Brillzke Boyz Enterpriz	123 Live O; Boundary survey with elevation certificate
10/29/2015	15259	Phillip Johnson	44 Melrose Boundary survey
10/29/2015	15267	Debbie Weller-Jolley	112 River L Boundary re-sruvey and topographic survey
10/29/2015	15271	CD & JM Group	769 N. Clyd Boundary re-survey
10/29/2015	15277	Rebecca Jones	1033 Calle elevation certificate with base flood determi
11/3/2015	15243	Unity Center of Christ	908 Ridgew; Boundary survey

11/3/2015	15273	Gary L. Rohe	755 Kenow Boundary survey
11/3/2015	15276	Joseph & Marilyn Rine	45 Cindy La Boundary survey, minor topo and plot plan
11/3/2015	15278	Red Door Premier Pro	1227 Marg Boundary survey
11/4/2015	15258	Amy Lou Pantages	1314 Woor Boundary and topo survey
11/4/2015	15280	Andrew Carn, Sr.	793 Kentuc Boundary survey
11/4/2015	15285	Gary Lester	3581 Old D Boundary survey
11/12/2015	15262-2	Peter Solti	3108 Acom Added certifications
11/13/2015	15289	J. Richard & Lisa Rhod	380 Seminc Revised final survey
11/17/2015	15283	Raymond & Andrea Li	4144 Ottov Boundary survey
11/17/2015	15284	2515 S. Atlantic Aven	2524 S. Atl: Boundary and topo survey with tree location
11/18/2015	15272	Helen LaVallee	548 Spruce Boundary survey
11/18/2015	15288	David Labrie	3684 Scotc Boundary survey update and plot plan
11/18/2015	15290	Daniel & Wendy Hallir	4346 S. Atl: Boundary survey
11/18/2015	15291	Aram Khazraee	647 N. Bea Boundary survey with extra monuments on l
11/19/2015	15222-2	Keystone Homes	365 Pine Cr added certifications
11/19/2015	15222-2	Keystone Homes	365 Pine Cr stake wetland line and rough stake building
11/19/2015	15287	William & Felicia Philli	626 Riversi elevation certificate
11/20/2015	15123-4	Gary Yoemans/Blue Sk	542 John A Stake 99 piling locations and centerline pool.
11/23/2015	15293	Charlie Strickhauser(C	corner at L Prepared description and sketch of descripti
11/25/2015	15286	Marjorie Wiggins	702 8th St, Boundary survey
12/1/2015	15294	Steven & Diane Gibbs	34 Aspen S Boundary re-survey
12/1/2015	15295	Eric Mobley	1 Thomas S Boundary survey
12/1/2015	15296	Terence & Susan Bocs	705 Flemin elevation certificate w/ engineer's base floor
12/2/2015	15298	Lynette Walters	225 Granac Boundary survey
12/3/2015	15123-4A	Yeomans/Blue Sky	542 John A Stake wall lines for construction
12/8/2015	15297	Ross Baird	4106 Osag: Boundary survey
12/8/2015	15302	Ronald Cutler	526 Mason Boundary survey
12/16/2015	15171-5	Kathleen M. Hansen	126 Ormw: Final survey
12/16/2015	15222-4	Keystone Homes	365 Pine Cr Foundation location w/ elevations
12/17/2015	15299&1530	Quentin Hampton & A Holly Hill Li	Boundary and topographic survey
12/18/2015	15281	Fransisco & Karen Carl Floratam T	Boundary survey
12/21/2015	15301	Quentin Hampton & A Holly Hill Li	Route survey
12/22/2015	15262-3	Peter Solti/Solti Const	3108 Acom Foundation location
12/22/2015	15303	Craig & Melissa Wells	132 River L Stake pool cabana
12/23/2015	15276-2	Joseph & Marilyn Rine	45 Cindy La form boards location

2016 List

Date	Job No.	Client	Address	Work Completed
2//26/2016	16141	Solti Constructor	1357 Liam Circle,	Boundary survey
1/8/2016	16103	David Huber	630 Daytona Ave	Boundary survey
1/13/2016	16102	Darin Schroyer	626 Cherokee La	Boundary survey
1/13/2016	16104	Robert W. Murph	628 Cherokee La	Boundary survey
1/13/2016	16105	John And Roxinia	34 Seabcrest Dr.,	Boundary survey
1/14/2016	16101-1&2	Randall & Susan F	414 Jessamine Bl	Boundary, topo w/plot plan & revised plot pla
1/15/2016	16114	Irene Garrison	345 S. Seneca Blv	Boundary survey
1/15/2016	16118	Donald J. Cook	262 & 264 S. Oce	digital copies
1/18/2016	16106	Donald Stoner	1883 Old Tomoki	recover and flag property corners on the north
1/18/2016	16107	Keystone Homes	22 Sunny Beach I	Stake building
1/18/2016	16108	Robert & Dorothy	716 Lafayette St.	Boundary survey
1/18/2016	16113	Prosperity Proper	120 7th St., HH (\	Boundary survey
1/19/2016	16112	Prosperity Proper	327 S. Seneca Blv	Boundary survey
1/20/2016	16109	Laura Anne Bailey	S. Peninsula Drive	Boundary and topographic survey with tree loc
1/26/2016	16116	James Bass & Rok	105 Tarragona W	Boundary survey
1/26/2016	16119	John Greene	209 Burleigh Ave	Boundary survey
1/26/2016	16120	Michael & Diane I	125 8th St., HH (\	Boundary survey
1/26/2016	16122	Joseph & Terri Ly	1407 Oak Forest	Boundary re-survey & plot plabn
1/26/2016	16124	Angel & Marta Rc	852 County Road	Boundary survey
1/27/2016	16121	Brenda Brooks	53 Ocean Shore I	Boundary survey
1/27/2016	16123	America's Home I	145 Pinto Lane, C	Boundary re-survey & plot plan
1/27/2016	16126	Robert & Stephar	57 Abacus Ave., (	Boundary survey
2/8/2016	16130	Donna Oldham	827 Daytona Ave	Boundary re-survey
2/8/2016	16136	Richard Marshall	275 Wall Ave., OI	Boundary survey
2/9/2016	16125	Morgan & Barbar	237 Ormwood Di	Boundary re-survey
2/9/2016	16127	John & Patricia Ol	1103 State Ave.,	Boundary survey
2/10/2016	15284-2	2515 S. Atlantic A	2524 S. Atlantic /	additional certifications and signed sealed pdf
2/10/2016	16107-2	Keystone Homes	22 Sunny Beach I	Foundation location
2/10/2016	16101	Randall & Susan F	414 Jessamine Bl	Revised plot plan
2/10/2016	16133	Shannon Charles	1050 Berkshire R	Boundary survey
2/11/2016	15284-2	2505 S. Atlantic, LLC		changed certifications
2/13/2016	13100	Samuel & Judith E	310 Charles St., F	copies
2/15/2016	16119-2	John Greene/Secr	209 Burleigh Ave	Revised boundary survey to show building ren
2/15/2016	16117	Joseph & Deboral	150 Via Madrid, (	Foundation location
2/15/2016	16131	Jerry R. & Shalee	225 San Juan Ave	Boundary survey
2/16/2016	16135	Dennis McNamar	180 Andalusia Av	Boundary, topo survey and elevation certifica
2/17/2016	16110 & 16	Kirkland Limited F	Kirkland Road, N	Boundary surveys and creation of legal descrip
2/17/2016	16138	Christine Bangert	1636 Roosevelt E	elevation certificate w/engineers Base Flood E
2/19/2016	16134	Joseph Garcia	2425 N. Oleande	Boundary survey
2/19/2016	16139	John & Janice Risi	739 Tarry Town T	re-survey
2/23/2016	16140	Solti Constructor	1353 Liam Circle,	Boundary survey
2/24/2016	14152-3	Ray Webb	Dixie Drive, Ponc	Stake columns and building corners w/elevati
2/25/2016	16132	Amber Demetrop	131 Rodeo Road,	up-dated boundary & topo survey w/ plot plan
2/25/2016	16137	Geoda Systims, In	923 N. Beach St.,	boundary survey w/ elevation certificate
2/25/2016	16137	Laura Anne Bailey	67 Aurora Drive,	Boundary survey and tree location
2/26/2016	16142	Solti Constructor	1361 Liam Circle,	Boundary survey

2/26/2016	16143	Solti Constructior 1356 Liam Circle, Boundary survey
2/26/2016	16144	Solti Constructior 1352 Liam Circle, Boundary survey
2/26/2016	16145	Rick & Joyce Daw 1 Pine Valley Circ Re-survey
3/4/2016	16148	Kathleen Hurlie 3340 Newbliss Ci Boundary survey
3/4/2016	16150	Joe Carey 145 Carswell Ave Boundary survey
3/4/2016	16155	Paul James Neimæ 3024 John Ander Updated boundary survey and topographic su
3/4/2016	16157	Gerald & JoAnne 6606 Merryvale I Boundary survey
3/11/2016	16146	Joseph & Beverly 988 Old Sugar MI Boundary survey with description and create
3/14/2016	16156	Steven Carter & M7 Tarpon Ave., O Boundary survey and plot plan
3/18/2016	13112-4	Robert C. Robersæ 4290 Pioneer Tra created 4 descriptions & drawings for land sw
3/21/2016	14186-3	John Merrill 147 Tomoka Ave stake fence and recover corners
3/21/2016	15123-5	Gary Yeomans/BI 542 John Andersæ stake office, stake boat house, locate building
3/21/2016	15124-5 &	John & Virginia M 101 Creekside Dr stake and grade workshop
3/21/2016	16140-161	Solti Constructior Liam Circle (OB) (digitally sign 4 drawings and e-mail
3/21/2016	16140	Solti Constructior Liam Circle, OB (æ added certifications
3/21/2016	16149	2500 N. Atlantic, 2500 N. Atlantic , boundary and topographic survey w/ALTA cer
3/22/2016	16151	Keystone Homes 3001 John Ander Boundary and topo survey with tree locations
3/23/2016	16154	Tubman King Con 1090 George Eng Boundary survey
3/23/2016	16160	Laura A. Bailey 4725 River Glen I Boundary survey
3/28/2016	16152	Wheaton Propert 1240 N. U.S. High Boundary and topographic survey
3/28/2016	16159	Kimberly Cromart 524 & 526 Flomix Boundary survey
3/31/2016	16161	George & Carmel 630 Orchard Ave Boundary survey
3/31/2016	16162	Chad Durrance 107 Oak Lane, Of Boundary survey
3/31/2016	16163	Charles & Judy Gr 1046 Chelsea Wa Boundary survey
4/4/2016	16140-2	Solti Constructior Liam Circle, OB Stake Building
4/4/2016	16142-2	Solti Constructior 1361 Liam Circle, Stake Building
4/4/2016	16165	Robert & Deboral 9 Seaside Drive, (Boundary survey
4/5/2016	15222-5	Keystone Homes 365 Pine Cone Dr Final survey
4/6/2016	16164	Burton & Rosalinæ 137 S. Gull Drive, Elevation certificate
4/6/2016	16172	Gary Gray & Patri 2155 S. Halifax C Stake building w/elevations, meas. site elev, s
4/7/2016	16166	Jack Eugene & Vic 391 Collins St., O Boundary survey
4/7/2016	16169	Scott & Karen Sin 1075 N. Gertrudeæ Boundary survey
4/8/2016	16135-2	Dennis McNamar 180 Andalusia Av Foundation location
4/8/2016	15258	Amy Lou Pantage 1321 Ridgewood Boundary survey
4/8/2016	16168	Glen MacIntosh 4634 Fir Road, Næ Boundary survey
4/12/2016	16167	Richard Moore & 1326 Hiawatha A Boundary survey
4/12/2016	16170	Wanda Roth 1633 Palmer Driv Boundary re-survey
4/13/2016	15276-3	Joseph & Marilyn 45 Cindy Lane, Pæ Final survey
4/13/2016	16123-2&3	America's Home I 145 Pinto Lane, C Stake building w/elevations & foundation loca
4/14/2016	16173	Patrick & Virginia 31 Atlantic Drive, plot plan w/elevations and drainage
4/15/2016	16174	Woodward Real E 165, & 167 Ridge Boundary survey
4/18/2016	16181	Counter Productiæ 1052 N. Beach St Boundary survey
4/19/2016	16177	Allimanda's Rentæ 10 Kathy Drive, C Boundary survey
4/19/2016	16180	Richard & Tina To 104 Ocean Terraæ Boundary survey
4/20/2016	15262-4	Solti Constructior 3108 Acoma Driv Final survey
4/20/2016	16182	DomCo., Inc. 730 East ISB, DB Boundary re-survey and facade column locatiæ
4/20/2016	16183	Robert & Tania BI 709 Chicago Ave. Elevation certificate

4/22/2016	15295-2	Eric Mobley	1 Thomas St., OB Plot plan
4/22/2016	16186	John Maudlin	739 Fentress Blvd Boundary re-survey
4/25/2016	16175	Dwight & Kelly Va	56421 Water Oak Boundary and topo w/plot plan and elevation
4/26/2016	15123-6	Gary Yeomans/Bl	542 John Anders Proposed pool location
4/27/2016	16179	David & Bonnie B	575 White St., DE Boundary survey
4/29/2016	16176	Fisher Entities, LL	Mason Ave., DB Boundary, topo re-survey & as-built of off site
5/3/2016	16192	John B. Clark	Nova Road, PO (N Boundary and topographic survey
5/4/2016	16188	Aliki Towers Conc	3000 N. Atlantic, Boundary survey
5/6/2016	15157-5	Jonathan & Stacy	107 Sweetwater Final survey with elevations
5/6/2016	16189	Steven & Jane Kai	5469 W. Bayshore Boundary survey
5/9/2016	16190	Erszebet Kroll	314 State Ave., H2 elevation certificates with engineers BFE
5/11/2016	14213-4	Janet & Keith Gril	118 9th St., HH Final survey
5/11/2016	16185	Lewis Buck & Brei	626 Cherokee Lane Boundary survey
5/11/2016	16193	Martha J. Gamme	3455 Relay Road, Re-survey
5/17/2016	16178	John & Veronica I	260 Boylston Ave Boundary survey
5/17/2016	16191	Yrral, Inc.	719 Palm Ave, HI Boundary survey
5/17/2016	16195	Richard & Donna	1147 Buena Vista Boundary survey
5/18/2016	15295-2B	Eric Mobley	1 Thomas St., OB elevation certificate, minor topo & engineer's
5/18/2016	16117-2	Joseph & Deboral	150 Via Madrid, (Final survey
5/18/2016	16197	Michael & Melani	409 Red Pine Ct., Boundary survey w/wetlands location
5/19/2016	16184	John Phillips	45 Banyan Drive, Cancelled boundary survey
5/20/2016	16194	Peter Lisicki	811 Orange Ave., Boundary survey
5/20/2016	16196	Inez Garrett	333 N. Caroline S elevation certificate
5/20/2016	16200	Christine Merrell	202 Roayal Dune Boundary survey and plot plan
5/20/2016	16210	Noah Bosley	619 Parque Dive Boundary survey
5/23/2016	16215	Miquel & Blanca I	234 Michigan Ave Boundary survey
5/24/2016	16142-2	Solti Constructor	1361 Liam Circle, foundation location
5/24/2016	16211	Leslie Goodwin	1 Cameo Circle, C Boundary survey
5/26/2016	14215-2	City of Holly Hill	n/a Revised/adjusted easement to 15' from 20'
5/26/2016	16201	Kristina MacFarla	9 Debiassi Lane, D Boundary and topographic survey w/tree loca
5/26/2016	16216	Jim Phillips	Creekhaven draft sketch of boundary and 60' road easeme
5/27/2016	16207	Shannon Herron	752 S.Segrave St. Boundary survey
5/27/2016	16208	Larson/Burton, In	1010 N. Nova Ro. Boundary survey
5/31/2016	16203	Sheri Bennett	3788 Plantation I elevation certificate
6/1/2016	16198	Leo & Barbara An	8 Lyons Place, Pa Boundary survey
6/2/2016	16140-2A	Solti Constructor	1353 Liam Circle, foundation location
6/3/2016	16206	Harold & Jacqueli	454 S. Beach St., Boundary survey
6/3/2016	16212	M & Z Mechanic	401 Mason Ave., Boundary survey
6/13/2016	16199	Dale Elder	1292 Bellair Drive Boundary survey and additional POL's
6/13/2016	16218	David Neubauer	1973 Teague St., elevation certificate
6/13/2016	16219	Thomas & Marior	1516 Moravia Av Boundary survey
6/14/2016	16206-2	Harold & Jacqueli	454 S. Beach St., Boundary survey, revise riparian lines
6/14/2016	16204	Bill Coppage	5645 Palm Ave., Boundary survey
6/14/2016	16213	Sandra F. William	815 Hensel Road Boundary survey
6/14/2016	16223	Mats Kjosmoen &	2381 Old Samsuli Boundary survey
6/15/2016	15124-7	John & Virginia M	116 Sweetwater Final survey
6/21/2016	16220	Michael & JOy Bri	78 Broadmoor Ci Boundary survey, plot plan, elevation certifi

6/21/2016	16222	Brendan & Shann 2707 S. Atlantic / Boundary survey, plot plan, elevation certificate
6/22/2016	16209	Kimberly Hayes-G 179 Lee St., DB Boundary re-survey, elevation certificate & BF
6/22/2016	16217	Michael Oteri 73 Marvin Road, Boundary survey
6/22/2016	16224	Robert Wilson 21 SEa Haven Dri Boundary survey
6/23/2016	16151-2	Keystone Homes 3001 John Ander Plot plan
6/24/2016	16226	Rutledge H.C. Smi 411 Silver Beach Boundary survey
6/24/2016	16227	David Hakojarvi 1317 Avenue D, (Boundary survey
6/24/2016	16232	Keystone Homes 55 Concord Drive Boundary & topo survey
6/27/2016	16221	Lonnie & Gloria G 3107 Esperanza S Boundary survey
6/28/2016	15135-5	Augustina Davis 137 Botefuhn Av Final survey
6/28/2016	16233	Karen Fazio/Mille 1912 S.Penisula I Boundary re-survey
6/29/2016	16146-2	Joseph & Beverly 988 Old Sugar Mi Created sketch of descriptions for parcels 1 and 2
6/29/2016	16188	Aliki Towers Conc 3000 N. Atlantic / Revised boundary survey, add coastal construction
7/1/2016	15240-2-16	Gary Gray & Patri 2155 Halifax Drive revised plot plan adding mitered end section at
7/1/2016	16202	Jim Phillips State Road 40, O Boundary survey and wetlands location
7/2/2016	15295-3 &	Eric Mobley 1 Thomas St., OB stake building & verify elevations on form book
7/2/2016	16132-2 &	Amber Demetrop 131 Rodeo Rd., C Rough Stake and grade for clearing and pad layout
7/2/2016	-899479	
7/2/2016	16228	EDYA Import Exp 909 & 911 Carsw Boundary survey
7/2/2016	16234	Carl Lentz, III 570 John Anders Boundary survey adjoiners' setback location
7/2/2016	16237	Bruce & Peggy Pl 144 Sea Isle Circle Boundary survey
7/4/2016	16229	Eric Mobley 2270 John Ander Boundary & Topo survey, elevation certificate
7/4/2016	16235	Wang Tianfu C/O 601 Bellevue Ave Boundary survey with elevation certificate
7/5/2016	16236	Quentin Hamptor 10th St. & Hibiscus sketch of description
7/7/2016	15221-3	William & Felicia 626 Riverside Drive stake building and garage
7/20/2016	16230	Douglas Wigley 3246 Riverview L Boundary survey
7/20/2016	16231	Rosalyn Mann 516 N. Charles St Boundary survey
7/20/2016	16238	Cassandra & Sanc 1533 Espanola Ave Boundary survey
7/20/2016	16240	Christine Clark 821 Forest Lane, elevation certificate
7/20/2016	16241	Diane & Steve Ann 3340 Westmeath Boundary survey
7/20/2016	16244	Michael Shipley 51 Misner's Trail, Boundary survey
7/25/2016	16242	Sasiwan Rasniyon 610 S. Ridgewood Boundary survey
7/26/2016	16239	Keystone Homes 37 Kingsbridge Circle Boundary & topographic survey, tree location
7/27/2016	16214	Van S. Stephens 373 Forest Hill Blvd 2 Boundary surveys with legal descriptions
7/27/2016	16243	Sally Lucchesi 225 7th St., HH Boundary survey
7/27/2016	16245	Elan Schlachet 700 Ballough Road Boundary survey, topo and tree location
7/27/2016	16247	Sandra Mikesell & 1310 Oak Forest Boundary survey
7/28/2016	15124-8	John & Virginia M 116 Sweetwater Final survey on workshop
7/29/2016	16248	Josephine & Gius 3862 Long Grove Boundary survey
8/4/2016	16252	Phillip Kaplan 936 State Ave., H Elevation certificate
8/5/2016	16249	Louis & Kathy Spa 312 Plaza Drive, I Boundary survey
8/5/2016	16253	Mark Allen 101 Pine Tree Drive Boundary survey
8/10/2016	16246	Rino & Debra LeB 435 County Road Boundary survey
8/10/2016	16257	Walter & Susan L 29 Pinto Lane, OI Boundary survey
8/11/2016	16256	Ethan & Misty Ha 746 Herbert St., I Boundary survey
8/15/2016	16255	Debra Joe & Steve 606 Dahlia Ave., Boundary survey
8/16/2016	16262	Dwight & Dolores 1263 Harbour Point Pre-construction elevation certificate

8/17/2016	16261	Gene Espe	5579 Lancewood Boundary re-survey
8/18/2016	16259	Beverly & Stevan	134 Springwood Boundary survey
8/18/2016	16260	Christopher & Lat	Ernest Drive, PO Boundary survey
8/18/2016	16264	Otto & Kathleen	112 River Bluff D Boundary re-survey
8/22/2016	16239-rev2	Keystone Homes	37 Kingsbridge Ct Revised plot plan & prepared pre-construction
8/22/2016	16254	James & Donna W	2126 John Ander Boundary survey, locate septic tank & establish
8/23/2016	16258	Andrew Carn	950 Glenwood St Boundary survey
8/25/2016	16239	Keystone Homes	37 Kingsbridge Ct revised plot plan
9/1/2016	15247-3	David Bass/BBCO	Holly Hill, FL 4 survey drawings for minor replat & devel. plat
9/1/2016	16265	Stephen Moltane	56 Lemon Twist I Boundary survey
9/1/2016	16268	Randy Squires	451 Seaview Ave Boundary survey
9/6/2016	16270	Diane Calipiz	General Marshall Boundary survey
9/7/2016	16266	Constance Rodrig	941 Sand Crest D Boundary re-survey
9/7/2016	16267	Laura DiSalvo & C	1708 Golfview Bl Boundary survey
9/7/2016	16269	Donald L. Hughes	6028 Gladys ST., Re-survey & divide into 3 parcels with new leg
9/8/2016	16273	Ronald Crisp	217 Seminole DR Boundary survey
9/9/2016	16272	Gustavo & Nora E	202 N. Brighton I Boundary survey
9/9/2016	16277	Shores Realty Hol	3511 S. Peninsular Boundary survey
9/13/2016	16278	City of Holly Hill	n/a Mirage Plat Review
9/14/2016	16245-2	Elan Schlachet	700 Ballough Road Additional work as requested by engineer
9/14/2016	16276	Conroy Nicholas	859 Essex Road, I Boundary Survey
9/15/2016	16251	Thomas Hepprich	627 Riverside Drive Boundary survey
9/19/2016	16239-rev2	Keystone HOmes	37 Kingsbridge Ct revised plot plan
9/19/2016	16263	Sandra Morris	1600 S. Nova Road Boundary survey
9/20/2016	15217-2	Ormond Beach U	21 Lincoln Ave., C 2 parcels, sketch of description
9/20/2016	16279	Alan Davis	149 S. Halifax Ave Boundary survey
9/20/2016	16286	Stanley Shirah	333 Groover Crest Elevation certificate
9/22/2016	15295-5	Eric Mobley	1 Thomas St., OB Final survey and final elevation certificate
9/22/2016	16274	Laura Cason	100 Hollow Branch Boundary survey
9/23/2016	15123-7	Gary Yoemans/BI	542 John Anders, grade work
9/26/2016	16142-3	Solti Construction	1361 Liam Circle, Final survey
9/26/2016	16271	Tomlinson Aviatric	92 Hangar Drive, Boundary survey for lease
9/26/2016	16280	John Gerson	1223 10th St., HF Boundary survey
9/26/2016	16281	Solti Construction	3120 Acoma Drive Boundary survey
9/27/2016	16282	Ruth Russ	1444 Sunset Blvd Boundary survey
9/27/2016	16283	Quentin Hamptor	721 Ridgewood / Easement description and sketch
9/29/2016	16290	Joshua & Sarah Bi	825 N. Ridgewood Boundary survey
10/3/2016	16172-2	Gary & Patricia Gi	2155 Halifax Drive Foundation location w/elevation certificate
10/3/2016	16188	Aliki Towers Conc	3000 N. Atlantic A revise survey to DEP comments
10/5/2016	16146-3	Joseshp & Beverly	988 Old Sugar Mill 2 surveys, 2 descriptions, 4 drawings, burn dis
10/10/2016	16246-2	Rino & Debra LeB	435 County Road Final survey
10/11/2016	14258-3	Robert & Patricia	720 Oak Run, NSI Wetlands location and plot plan
10/12/2016	16229-2	Eric Mobley	2270 John Ander Plot plan showing dock and deck locations
10/13/2016	16287	Keystone Homes	856 Quail Run, O Boundary survey, topo & tree location
10/14/2016	16298	Zahn Engineering	89 S. Yonge St., C Boundary and topo survey
10/18/2016	16297	Kenyon & France	5638 John Ander Boundary survey
10/19/2016	13089-5	Gene A. Allen	2493 Palm Drive, Final elevation certificate

10/19/2016	16275	Tymber Creek Ho Hollow Branch Cr Boundary survey on Sly line, a portion of Ely &
10/19/2016	16284	Russel Claunch 897 Bellevue Ave Prepared 5 elevation certificates
10/19/2016	16295	Marsha Ann Hunt 338 Creek Lane, (Boundary survey
10/20/2016	16285	Patrick Daugherty 606 Commercial Boundary survey
10/20/2016	16288	Bobbi Bledsoe 2383 Meadow La Boundary survey
10/26/2016	16291	Julian & Ileana Ca 69 Appaloosa Lar Boundary survey, set 9 points on line
10/27/2016	16223-2	Mats Kjosmoen & 2381 Old Samsul: Final survey
10/27/2016	16294	Jeffrey Todd 145 Greenbriar A Boundary survey
11/1/2016	16235-2	Wang Tianfu C/O 601 Bellvue Ave., Copies
11/1/2016	16292	Todd Mowl 120 La Toscana R Boundary survey
11/1/2016	16293	Todd Mowl 116 La Toscana R Boundary survey
11/3/2016	16302	Giovanna Beatty 41 Riverwood Dr Boundary survey
11/4/2016	16305	Marvin & Jane Ha 2040 John Ander Boundary survey & affidavit
11/7/2016	16239-rev.	Keystone Homes 37 Kingsbridge Cr Stake proposed building w/elevatons & revise
11/8/2016	16301	John & Jane Peter 1215 Northside E Elevation certificate
11/8/2016	16310	Alvin & Dorothy L 4 Dolphin Ave., O Boundary survey
11/8/2016	16311	Harold Hopkins, J 6 Dolphin Ave., C Boundary survey
11/9/2016	16300	Greg Wolfenden 38 S. Oleander A Boundary survey
11/9/2016	16303	Michael D. Kohen 568 Riverside Dri Boundary re-survey
11/10/2016	16296	George Butler 921 Beville Road, Boundary survey
11/11/2016	16308	Matthew Boyce? 1527 Ridgewood Boundary survey
11/17/2016	16304	Jayne Moran 3652 General Ma Boundary survey
11/17/2016	16306	Suzanne Widney 930 Avondale Av Boundary survey
11/17/2016	16307	Henry & Rosa Cas 1106 Buena Vista Boundary survey
11/17/2016	16312	Camille Pirolli 412 Hand Ave., C Boundary survey
11/18/2016	16175-2	Dwight & Kelly Va 56421 Water Oal Elevation certificate
11/18/2016	16320	John B. Roberts 952 Pelican Bay E Elevation certificate
11/21/2016	16317	Robert & Marilyn 11 Eileen Terrace Boundary survey
11/28/2016	14202-2	Mannider & Jasbi 509 E. ISB Blvd., I Boundary re-survey & topo survey
11/28/2016	15108-3	Patrick & Virginia 31 Atlantic Drive, Building stake-out
11/28/2016	16140-3	Solti Constructor 1353 Liam Circle, Final survey
11/28/2016	16309	Floridian Bank (Pe 1696 N. Atlantic , Re-survey boundary and update topo
11/28/2016	16313	Charles Mecklem 5 Forestview Wa Boundary survey
11/28/2016	16314	Vana Sheris 3000 Stanford Av Boundary survey
12/1/2016	16316	Laura Lynn Evett 1126 Ave. H, OB Boundary survey
12/1/2016	16319	Dung Van & Kim 11050 Gary Blvd. Boundary survey
12/5/2016	16239-3	Keystone Homes 37 Kingsbridge Cr Foundation location with elevation
12/5/2016	16318	Thomas Bouknigh 116-122 Madisor Boundary survey
12/6/2016	16315	Ralph & Martha E 654 S. Beach St., Boundary re-survey and elevation certificate
12/6/2016	16323	Ackmill, Inc. 839 George Engr. Boundary survey
12/8/2016	16279-2	Alan Davis 149 S. Halifax Av Boundary re-survey
12/8/2016	16325	Pamela Sue Hunt 332 N. Halifax Av Boundary survey
12/8/2016	16326	Monica Petersoh 2806 S. Peninsul Boundary re-survey
12/8/2016	16331	Randy Kraiger 314 Flomich St. F Boundary survey
12/13/2016	16336	Gerald Zavota (Ki 2040 John Ander Revised certifications
12/14/2016	16324	Thomas & Sarale 333 Pelican Ave. Boundary survey and minor topographic surve
12/15/2016	16186-2	Darren Cunningh 739 Fentress Blv elevation certificate`

12/15/2016	16238	Carol J. Clark	10 Woodlands Ci Boundary survey
12/15/2016	16329	Carol J. Clark	8 Woodlands Cir Boundary survey
12/18/2016	16241-2	Diane & Steven A	3340 Westmeath foundation location
12/20/2016	16332	Bradley Perdue	1315 & 1313 Jar 2 boundary surveys
12/20/2016	16333	Two Halls, Inc.	909 S. Ridgewoo Boundary survey
12/21/2016	16322	Frank C. Diefende	80 N. Beach ST., Boundary survey
12/22/2016	16173-3 (re	Patrick & Virginia	31 Atlantic Drive, Foundation location & 3.86E+09
12/22/2016	16330	Mel Duggan	107 Dundee Raor Boundary survey w/ plot plan
12/22/2016	16334	Keystone Homes	825 John Anders Boundary & Topo with 6797497
12/23/2016	16321	Atlantic Central E	336 LPGA Blvd. Boundary, Topo w/ tree locations

2017 List

Job No.	Client	Address	Work Completed
17176	Blake Paige Taelman	818 Grove Avenue, HH	Elevation Certificate
17143	Robert L and Barbara G	345 Creek Lane, OB	Boundary Survey
17248	Lisa Russo / Libbie Sandr	208 Anita Street, Db	Elevation Certificate
17103	Thomas A and Susan A H	108 IMperial Heights Drive,	Boundary Re-Survey
17105	Frank Wnuk	1825 Linda Lane, OB	Boundary Survey
17101	Marty Parish	2014 Jason Road, OB	Boundary Survey
17104	Marvin Foster	706 Ernest Drive, PO	Boundary Survey
17111	William G. Young / Cont	506 Bellevue Avenue, DB	Elevation Certificate with Engineer's B
17110	Steve Miller	839 George W. Engram, DB	Elevation Cert w Engineers BFD
17106	Lovett Enterprises, Inc	1749 Palm Road, OB	Boundary Survey split into two lots
17107	Steve and Mary T. Court	63 Shadow Creek Way, OB	Boundary Survey
17112	Cynthia L. Ruhlig	924 Buena Vista Avenue, OE	Boundary Re-Survey
17114	Mandra and Christian Hc	4085 Quail Nest Lane, NSB	Boundary Re-Survey
17113	Kimberly L. Hughes	5540 Magnolia Avenue, PO	Boundary Survey
17132	E.S. Cay C/O Robert Kit	2040 John Anderson Drive, (	Change Certifications
17115	Adolf and Debbie Jimine	263 Floratam Trail, NSB	Boundary Survey, Floor Elevations and
17116-17	Pat DeMeo - Peck & Ass	816&822 S Atlantic, DB + 82	2 Boundary Surveys
17108-17	Quentin L. Hampton & A	4401 Eastport Parkway, PO	Special Purpose Right of Way and Top
17134	Mark S. and Anna B. Mat	11 Seabury Place, PC	Boundary Survey
17135	Trace Coleman	Parcel no. 8216-01-00-0230	Boundary Survey
17136	Davidson Sales	839 Bill France Blvd	Copies Job No. 99321-2
17121	Joseph A & Barbara D Je	3816 Emilia Drive, PO	Elevation Certificate
17124	Larry Lewis	49 Ocean Shore Drive, OB	Boundary Survey
17122	Keystone Homes - April	140 Broadriver Road, OB	Boundary and Topo Survey
17123	Peter H Musslewhite	3916 Tano Drive, OB	Boundary Re-Survey, Plot plan and se
17127	Donald P & Mary K. Butt	1 Old Macon Road, OB	Boundary Survey
17131	Walter Cook	689 N Halifax, OB	Boundary Survey
17129	Eddie Lee and Evelyn V Y	724 Tennessee Street, DB	Boundary Survey
17140	Henry Jackson	145 Jamestown Drive, OB	Boundary Survey
17144-3+4	Ronald D. and Patricia J.	Vacant Riverside Dr., HH	Rough stake and grade, final stake and
17126	Susan Borich	2700 N Ocean Shore Boulev	Special Purpose Topo survey with CCC
17128	Keystone Homes. April	13 Bent Stream Way, OB	Boundary Survey and Plot Plan
17130	Gerald and Lavonne Lillik	184 Spring Mountain Road	Boundary Survey
17144	Ronald D. and Patricia J.	Vacant Riverside Dr., HH	Boundary Re-Survey, topographic Sur
17125	Peacock Rentals III, LLC.	5468 Bayshore Drive, PO	Boundary Survey
17137	William H. Burgess	112 Via Madrid, OB	Boundary Survey topo w/tree location
17133	Edward & Maureen DeFe	30 Sterling Circle, OB	Boundary & Topo Survey
17118 171	Julie Crab C/O Jessica Ne	1195 & 1205 Robert Street,	2 Boundary and minor topo surveys a
17138	Francis P and Rosemarie	825 Narcissus Avenue, HH	Elevation Certificate w/ Engineers BFE
17146, 17	Irvin White	512 Pleasant Street, 510 W	Elevation Certificates w/ Engineers BF
17141	Squire Patton Boggs C/O	811 Fentress Court, DB	Boundary Re-Survey
17150	Imad M and Gail M Man	32 Capistrano, OB	Boundary Survey
17145	James B. Henry, III - Air	T 3869 Tamarack Drive, OB	Boundary Survey
17154	Craig & Kelly Chapman	Vacant 3665 Needles Drive,	Boundary Survey
17118-2	Julie Crabb	1195 & 1205 Robert Street,	FPL Easement
17139	Sharon J. Thomas	1126 Holly Avenue, HH	Boundary Survey

17149	Bridget Starr Huff C/O Ec	640 N Wild Olive Avenue, DI	Boundary & Topo Survey
17155	Delbert Gayle	Vacant 5339-80-02-0040 Dr	Boundary Survey
17156	Stephen Moltane	130 Brandy Hills, PO	Boundary Survey
17160	Sara B. Gunn	18 Camellia Drive, OB	Boundary Survey
17162	Theresa J. Kronman	405 Auburn Drive, DB	Boundary Survey
17149-2	Bridget Starr Huff C/O Ec	640 N Wild Olive Avenue, DI	Revise Plot Plan
17142	Karen Sutton	53 County Road 330, Bunne	Boundary Survey
17157	Marjorie Cunningham C/	181 Ellicott Drive, OB	Boundary Survey
17159	Irvin White	512 Pleasant Street	Boundary Survey
17164	Jason Lee C/O Roger Lee	414 N Ridgewood Avenue, C	Boundary Survey
17151	Joel Weinstein	1082 Ridgewood Avenue	Elevation Certificate
17163	Aisha Davis	619 Roma Street	Elevation Certificate W/ Engineer's BF
17152	Rose K. Vedder C/O Mat	232 Ocean Terrace, OB	Boundary Survey
17153	Charles Cameron	517 Mason Avenue, DB	Boundary Re-Survey, Plot plan
17165	Charles Cameron	103 Westwood Drive, DB	Boundary Re-Survey
17158	Travis and Kimberly Horv	107 Bennet Lane, OB	Boundary Survey
17167	Barbara T Herbrand	1505 Wildrose Drive, DB	Boundary Survey
17173	Marion Gardner	908 5th Street, DB	Boundary Survey
17161	Martha and Thomas Hek	36 Rivershore Drive, OB	Boundary Survey
17171	Debra & Harry Moulis	42 Broadriver Road, OB	Boundary Survey
17166	Timothy Rutter	328 McIntosh Road, OB	Boundary Survey
17168	Betsy N. Smith	10 Carmel Terrace, OB	Boundary re-Survey
17172	Georgann Meadows	817 Lindenwood Circle Wes	Boundary Survey
17178	Rose S Jaffe C/O Robert I	727&729 N Seagrave Street,	Boundary Survey
17174	Greg S. Tegrarian	66 S. St. Andrews Drive, OB	Boundary Survey
17177	Janet M. Odom	1203 Olen Drive, HH	Boundary Survey
17180	Ken Tauristano	611 N Ocean Shore Blvd, Fla	Elevatoin Certificate
17175	Jay B. & Dawn D. Sweatt	37 Remington Road, OB	Boundary Survey
17185	Joseph P. Bonk	116 Beau Rivage, OB	Boundary Survey
17181	Maureen E. France	1144 Riverside Drive, HH	Boundary Survey
17182	Robert H. Thrall	10 Briggs Drive, OB	Boundary Survey and Plot Plan
17184	Eddie & Evelyn Yorker	720 Tennessee Street, DB	Boundary Survey
17170	John Shumate	861 Bayberry Village Road, I	Boundary and topo survey with tree l
17183	Rudy & Carole Ermisch	23 Julie Drive, OB	Boundary Survey
17119	Julie Crabb	1195 & 1205 Robert Street,	Revise Plot Plan
17194	Eddie L. Gentle	229 S Adams Street, DB	Elevation Certificate
17187	Irvin White	240 Desoto Street, DB	Boundary Survey
17191	Richard B. and Karen Mo	96 Grove Street, OB	Bounary and Topographic Surveywith
17189	Kathy Delanoy	Near 9th Street, HH	Boundary Survey
17190	Kathy Delanoy	Near 9th Street, HH	Boundary Survey
17186	Michael & Elena Gebert	10 Choctaw Trail, OB	Boundary Survey, Locate hidden Gas
17193	Dennis E & Pamela E Bri	1720 John Anderson Drive, C	Boundary, Topo, Tree
17196	Lewis Heaster	188 & 194 East Granada Boi	Boundary Survey
17188	Avista Properties, LLC	730 E International Speedwa	Boundary Survey
17195	Julie Thompson	49 Pinto Lane, OB	Re-Survey
17200	Richard T. Cain	Vacant Shockney Drive	Boundary Survey
17192	Justin & Allison Stewart	2319 Meadow Lane, PO	Boundary Survey

17207	Kevin & Ashley Lee	252 S Beach Street, OB	Re-Survey
17205	George & Carolyn Hillegz	44 Black Pine Way, OB	Boundary Survey
17199	Tim & Kathy Nicastro	492 S Beach Street, OB	Elevation Certificate
17198	Karl Paul	406 Braddock Avenue, DB	Boundary Survey
17206	Ramon & Natalie Simons	2027 Blais Avenue, DB	Boundary Survey
17197	David P & Marin E Scott	4498 Halifax Drive, PO	Boundary Re-Survey nad elevation Ce
17179	Kay Johnston	451 County Road 330 East, I	Boundary Survey
17201	Jeremy Casiano	225 S Ridgewood Avenue, O	Boundary Survey
17208	Cody R. Bradley C/O Ken	1115 Cedar Street, DB	Boundary Survey
17211	Walter S. Lewis & Susan	1035 Chaffee Place, DB	Survey w/ Proposed Dock & State Plai
17128-2	Keystone Homes	3 Bent Stream Way, OB	Revise Plot Plan
17219	Irvin White	953 North Sreet, DB	Boundary Re-Survey, Topographic Sur
17209	Lawrence App	36 Dix Avenue, OB	Discover and Flag Existing Property Cc
17212	Walter Lewis	1281 N US Highway No.1, O	Discover and flag existing property co
17218	William Shane Arnold &	1301 Antrim Circle, OB	Boundary Survey
17210-3	Victor Vanlancker	417 S. Palmetto, DB	2 Pre Construction Elevation Certifica
17210	Victor Vanlancker	417 S. Palmetto, DB	Boundary Survey & Topo
17213	Edward J LaRue	839 Valencia Avenue, DB	Boundary Survey
17217	Robert White	717 Palm Avenue, HH	Boundary Survey
17222	Gerard F. and Heather M	25 Ormond Green Boulevard	Boundary Survey
17221	Linda & Lara Cox	1336 Suwanee Road, DB	Elevation Certificate
17220	Thomas S. Tivanian	840 Center Avenue, HH	Elevation Certificate
17216	Herbert & Patricia Chees	3679 Old Deland Road, DB	Boundary Survey
17226	Paul Rhinehart	4037 Cardinal Avenue,	Boundary Survey
17115-2	Adolf & Debbie Jiminez	263 Floratam Trail, NSB	Plot Plan, Pre-Construction Elevation
17207-2	Kevin & Ashley Lee	252 S Beach Street, OB	Adjoiner's setback location Survey
17214	William A., Jr & Ann Mar	385 John Anderson Drive, O	Boundary Survey, Tree Location & Top
17231	Luis R. & Susan E. Coder	25 Ormond Green Boulevard	Boundary Survey
17223	Micheal S. and Tina Roth	3690 John Anderson Drive, (	Boundary Survey & Minor Topo
17229	Karim & Renee Peter	120 Dundee Road, DB	Boundary and Minor Topo Survey
17232	Tommy & Erin Ganz	1533 Harmony Avenue, OB	Boundary Survey
17236	Scott C. Warren & Ruth I	2096 Old Daytona Road, PO	Boundary and Minor Topo Survey
17210-2	Victor Vanlanker	417 S. Palmetto, DB	Plot Plan
17227	Jeffrey T. & Alice C. Godl	2692 John Anderson Drive, (	Boundary Survey
17224	Stephanie Benedict / Bei	65 Dunlawton Avenue, PO	Boundary & Engineering design Topog
17239	Jeanne Durrance Trust T	4 Neptune Park	Boundary & Topo Survey
17228	Oak Hammock of Port O	3000 Oak Hammock Drive, f	Boundary Survey
17233	Kevin Callahan	39 Sunny Beach, OB	Boundary Survey
17240	Ridgewood Oaks Proffes	912 S. Ridgewood Avenue, f	Boundary Survey
17234	Claire Wildner & Gary W	442 Zelda Boulevard, DB	Boundary Survey
17128-2	Keystone Homes. April N	3 Bent Stream Way, OB	Addition Layout w/ Elevation
17235	Dean Wruckle	1355 Verona Street, DB	Boundary Survey
17238	Jin Won Chang	529 Bowman Avenue, DB	Boundary Survey
17241	Bradlee W. Carman / Ma	984 Shockney Drive, OB	Boundary Survey & Elevation Certifica
17245	Tim & Jacque McAleese	1700 Center Avenue, HH	Boundary Survey
17256	Joan M. Wilms	6 Raymond Circe, OB	Boundary Survey
17246	Diane Calapiz	Vacant General Marshall Ro	Boundary Survey & Create Descriptior

17247	David W. Smith / Diane C	Vacant General Marshall Ro	Boundary Survey & Create Description
17255	Daniel & Samantha Sarg	559 Sandy Oaks Blvd, OB	Boundary Re-Survey & Elevation Certi
17261	Arthur Madajski	634 Riverside Dr, HH	Elevation Certificate
17249	Ramona Farmer	1314 Miami Avenue, HH	Boundary Re-Survey
17250	John Zemball	220 Lexington Drive, DB	Boundary Survey with Elevations
17251	Annie Margaret Souther	1312 Miami Avenue, HH	Boundary Survey
17242	Kimberly Crossland	425 Red Pine Court, OB	Boundary Survey
17253	Zahn Engineering, Inc	1524 S Central Avenue, Flag	Boundary, Topo and Tree Location Su
17267	Tom Harowski City of Ho	1200 Center Ave	Completed Pla Review for recordatio
17243	Brooks & Marian Tombli	1179 N Halifax Avenue, DB	Boundary and Topo Survey
17258	Vallie M. Brown	701 Kathy Court, DB	Boundary Survey
17264	George Illie	Mason Avenue, HH	Boundary Survey
17278	George Pappas, Pappas I	1 Moss Point Drive	Consultation
17262	William G Owens VP of T	135 Executive Circle; DB	Tree Location
17263	Edmonson O. Asgill	344 & 346 North Caroline St	Boundary Survey
17273	Richard A. and Tina M. T	104 Ocean Terrace, OB	Boundary Survey
17169	Doug Wigley	Pelican Bay Shopping Village	3 Elevation Certificates
17230	Micheal & Gail Nursery C	1125 Lambert, Flagler	Boundary Re-Survey, Topographic Sur
17260	Aurora Fotino CO John Z	2208 N Atlantic Drive, DB	Boundary & Topo Survey with CCCL a
17266	Frederick W. Schultz	39 China Moon Drive, OB	Boundary Survey
17277	James and Diane Wiggin	809 Catherine Avenue, HH	Elevation Certificate
17268	Francisco and Karen Carl	Vacant strip below boundar	Sketch of description
17270	Phillip & Lauren Huff	20 Seafarers Drive, OB	Boundary Survey
17259	Micheal William	1231 Kilgore Street, HH	Boundary Survey
17267	Joseph and Judy Segal	56 Palm Drive, OB	Boundary Survey
17204-2	Todd & Lisa Ehrhart	1482 Roosevelt Boulevard, I	Tree Location Survey for 500
17265	Bill Thompson	21 Camelia Drive, OB	Boundary Survey
17274	William Flaherty	706 Marlene Drive, HH	Boundary Survey
17275	Mitch Moore	767&771 Parque Drive, HH	Boundary Survey w/ tree locations an
17254	NuView IRA Michael and	112 Spring Rise Circle, Bunn	Boundary Survey
17118-4	Julie Crabb	1195 Robret Street. OB	Grade lot for earthwork
17170-2	John Shumate	861 Bayberry Village Road,	Add Benchmark to Site
17144-3	Ronald & Patricia Strang	Vacant Riverside Drive, HH	Foundation Location w/ Elevation
17271	Joan and Andrew Hagar	24 Ormond Shores Drive, OI	Boundary Survey and Tree Location
17272	Ronald & Patricia Strang	Vacant Riverside Drive, HH	Boundary Survey
17280	Melodye C. Lewis	1357 Liam Circle, OB	Boundary Survey
17269	Paul D. Whitman	626 S Flamingo, HH	Elevation Certificate
17276	Jack Kurdock	2452 John Anderson Highwa	Boundary & Topo Survey with tree loc
17279	John and Patricia Patern	1921 Botree Court, PO	Boundary re-survey
17281	Laughlin Homes, LLC Tyle	915 Woodmere Circle, OB	Boundary Survey
17283	Richard and Mary Trusse	1538 Daytona Ave, HH	Boundary Survey
17282	Collins Manufactured Hc	1000 Walker Avenue, HH	Elevation Certificate
17296	Jennings Mobile Home S	1000 Walker Avenue, HH	Pre-Construction Elevation Certificate
17297	Jennings Mobile Home S	1000 Walker Avenue, HH	Pre-Construction Elevation Certificate
17303	Robin Hanger	917 Damron Street, DB	Elevation Certificate with Engineer BF
17284	Susan Raffaelli	18 Poinsettia Drive, OB	Boundary Survey
17285	Thad Sizemore	731 Santa Fe Avenue, OB	Locate 2 Front Corners

17292	Thad Sizemore	Vacant Hollywood Street, D	Boundary Survey
17142-2	Karen Sutton	53 County Road 330, Bunne	Proposed exempt Subdivision prepara
17288	M&D Holdings II LLC CO	2411 Arabian Trail, OB	Boundary Survey
17290	Anthony & Cecilia Chang	528 Rio Vista Avenue, DB	Boundary Survey
17133-3	Edward & Maureen DeFr	30 Sterling Circle, OB	Final Survey
17300	Valerie Armentia	1807 Carolina Avenue, OB	Boundary Survey
17301	Valerie Armentia	1809 Carolina Avenue, OB	Boundary Survey
17291	JoAnne Serafini CO Tyler	1045 Old Big Tree Road, DB	Boundary Survey
17303-2	Robin Hanger	917 Damron Street	Boundary Survey
17295	Brad and Tami Factor	72 and 74 Jennifer Circle	Boundary and Topo Survey with tree l
17299	Anthony and Jean Marie	1744 Cordova Avenue, HH	Boundary Survey
17289	Southern States Manage	Tymber Creek Subdivision	Topo Survey
17314	Christ Community Churc	329 Williamson Blvd, DB	Elevations for Modular Addition
17298	Joe Carey Jr	620 State Avenue and 621 C	Boundary Survey
17293	Barry and Corrine Poimb	719 N Oceanshore Blvd, Fla	Boundary and Topo Survey
17305	Thomas Lamartina	309 Scotland Dr, HH	Boundary Survey
17306	Joseph P and Karen Acoc	3337 Westmeath Drive, OB	Boundary Survey
17304	Mary M Keenan	530 8th Street, HH	Stake NEly Line & locate Tree
17307	Lorraine Diloreto	76 S Capri Drive,OB	Boundary Survey
17310	Vincent and Kristin Occh	409 Palm Avenue, OB	2 Elevation Certificates
17313	Kenneth and Brenna Lev	1974 Myrtle Jo Drive, OB	Boundary Survey
17311	Kenneth and Brenna Lev	1907 Woodcrest Drive, OB	Boundary Survey
17175-2	Jay & Dawn Sweatt	37 Remington Rd, OB	Pool Location
17312	Kenneth and Brenna Lev	209 Riverbend Rd, OB	Boundary Survey
17308	Charla Khatib	Pelican Bay Shopping Center	Special Purpose Topographic Survey
17286	Anthony Scaggs and Mar	95 Shadow Creek Way, OB	Boundary Survey
17236-2	Scott C. Warren, Ruth E.	2096 Old Daytona Road, PO	Plot Plan w/ revisions
17309	Fredrick E. and Helena I.	135 Beau Rivage Drive, OB	Boundary Survey
17315	Steven Calbi	657 Ocean Shore Boulevard	Updated Boundary Survey with mean
17118-5	Julie Crabb	1195 Robert Street, OB	Regrade to new floor level and stake
17119	Adris and Jessica Nelson	1205 Robert Street,OB	Stake and grade building, retention ar
17323	Paul D. and Debbie Willi	1133 Bel Aire Drive, DB	Boundary Survey
17319	David Master	3265 Maverick Lane, OB	Boundary Survey
17287	Stephen and Maureen H	2411 N Halifax Avenue, DB	Boundary Survey
17317-31	Joan and Andrew Hager	24 Ormond Shores Drive, O	Descriptions and sketches
17324	Charles W. Mecklem	560 3rd Avenue, DB	Elevation Certificate with Engineers B
17332	Thomas F. Flynn, Preside	Lakebridge Residential Sub	Special Purpose Boundary Survey, loc
17331	Cheryl Ann Wheeler	11 Poinsettia Drive, OB	Boundary Re-Survey
17210-3	Victor Vanlancker	417 S Palmetto Avenue, DB	Foundation surveys and elevation cer
17328	David Spatz	1077 Indigo Road, OB	Re-Survey w/ plot plan and pre-consti
17337	Deborah E. Ringhaver	3449 Relay Road, OB	Building location with relative heights
17334	Elizabeth St. Clair Wade	850 Daytona Avenue, HH	Boundary Survey
17322	Kevin and Mary O'Donne	4111 S. Atlantic Avenue, PO	Boundary Survey with Mean High Wa
17321	William Brett Dellecker	3514 Cardinal Boulevard, D	Boundary Survey
17330	Chanh Cong and Kathryn	332 Evergreen Lane, OB	Boundary Survey
17326	White Fawn LLC Yiz Gon	764 Reed Canal Road, Sth D	Boundary Survey
17329	Avaloi Holdings LLC, Dav	1297 Ocean Shore Blvd, OB	Boundary Survey with easement local

17339	Daytona Church of the U	529 Ridgewood Ave, HH	Boundary Survey
17327	Kid City USA Enterprises	4530 S Ridgewood Ave, PO	Boundary Survey
17316	Stonegate Properties LLC	166 Kingston Avenue, DB	Boundary Survey and relative elevatic
17293-2	Barry and Corrine Poimb	719 N Oceanshore Blvd, Fla	Plot Plan with drainage plan
17333	Sharon Wooten	2 Azalea Drive, OB	Boundary Re-Survey
17322-2	Kevin and Mary O'Donne	4111 S. Atlantic Avenue, PO	Topographic Survey
17320	Robert Ginsberg	1712 John Anderson Drive, (	Boundary and Topo Survey
17346	John C and Mary R Court	4 River Rock Trail, OB	Boundary Survey
17345	Heather L and Scott L. Ni	1339 Hiawatha Avenue, HH	Boundary Survey
17341	Benora Richardson	431 Manhattan Avenue, DB	Boundary Survey
17343	Benora Richardson	432 Manhattan Avenue, DB	Boundary Survey
17342	Benora Richardson	418 Manhattan Avenue, DB	Boundary Survey
17340	Patrick Sullivan	615 N Halifax Avenue, DB	Boundary & Topo Re-Survey with tree
17348	DMG Properties LLC Dav	559 4th Street, HH	Boundary Survey
17350	Nancy Belmote	15 Eloise Circle, OB	Boundary Survey
17365	Brandon Little	976 Deer Spring Road, PO	Boundary Survey
17335	Stujen Management Ass	114 N Beach Street, DB	Elevation Certificate
17296-97-	Jennings Mobile Home S	1000 Walker Avenue, HH	Elevation Certificate
17354	Marilyn Petrie C/O Cyntr	176 Windward Circle, OB	Boundary Survey
17349	Kitty Hairfield	132 Beau Rivage Drive, OB	Boundary Survey
17347	Boss Brothers Scott Hoo	264 Carswell Avenue, HH	Boundary Survey
17355	Jean Madden George La	248 N Beach Street, OB	Boundary Survey
17356	Jean Madden C/O Georg	110 Ellsworth Avenue, OB	Boundary Survey
17351	Jerry K and Teresa Metc	9 Buckungham Drive, OB	Boundary Survey
17353	Idris Coma C/O Medi Co	65 Lucky Drive, OB	Boundary Survey
17118-6	Julie Crabb	1195 Robert Street, OB	Form Board Verification
17119-2	Adris and Jessica Nelson	1205 Robert Street, OB	Tack Building 12/4/17
17170-3	John Shumate	861 Bayberry Village Road, I	Stake out building w/ elevation
17352	Alban Dauti C/O Medi Cc	162 Lucky Drive, OB	Boundary Survey
17293-3	Barry and Corrine Poimb	719 N Oceanshore Blvd, Fla	Building Pilings stake out
17295-2	Brad and Tami Factor	72&74 Jennifer Circle, Ponc	Minor Plat Drawing
17364	Gregory T Frenton and K	1329 Killbricken Circle, OB	Boundary Survey
17370	Becky B Meadows	1517 N Beach Street, OB	Boundary Survey
17338	Keith Warnock PA C/O M	100 N Nova Road, DB	Special Purpose Topographic survey
17358	GP Daytona Land Trust	3697 Old Daytona Road, DB	Boundary Survey and Easement Descr
17362	Horace L Mack Sr CO Gly	Vacant Martin Luther King B	Boundary Survey
17361	Horace L Mack Sr Glynis	208 Cherry Street, DB	Boundary Survey
17366	David A Long	191 S Yonge Street, OB	Boundary Survey
17368	Karen L. Van Dusen	1201 Daytona Avenue, HH	Boundary Survey of the Nly line only
17359	Harold and Jacqueline Al	454 S Beach St and Cottage, 2	Elevation Certificates
17293-4	Barry and Corrine Poimb	719 N Oceanshore Blvd, Fla	Form Board Location
17119-4	Adris and Jessica Nelson	1205 Robert St, OB	Form Board and later Foundation Loc
17325	Parque Badger Holdings	5337 Dubois Avenue, PO	Boundary and Topo Survey
17170-4	John Shumate	861 Bayberry Village Road, I	Form Board location w/ elevation
17363	Craig A. and Melissa S. W	866 Riverside Drive, OB	Boundary Survey with mean high wat
17367	Hinterland Group Inc CO	Holly Hill Lift Station No. 1 C	Construction Stakeout
17338-2	Keith C. Warnock, Esq.	100 N Nova Road, DB	Clarifiaction Letter

17306-2	Joseph P. and Karen Aco	3337 Westmeath Drive	Foundation location
17170-5	John Shumate	861 Bayberry Village Road, F	Foundation location w/elevation
17219-4	Irvin White	953 North Street, DB	Fianl Survey
17359-2	Harold and Jaqueline Alb	454 S Beach Street and Cott	LOMA Application
17371	Andrew Giannini - QLH, /	Ferndale Street Project	Special Purpose Right of Way and Top
17328-3	David L. Spatz	1077 Indigo Road, OB	Foundation location and Elevation Ce
17336	Rick Marshall	3232 Maverick Lane, OB	Boundary Survey
17204	Todd & Lisa Ehrhart	1482 Roosevelt Boulevard, I	Boundary and Topo survey drawings c
17324-2	Charles W. Mecklem	560 3rd Avenue, DB	LOMA Application
17128-3	Keystone Homes / April	3 Bent Stream Way, OB	Fianl Survey
17224-4	Michael Benedict	65 Dunlawton Avenue, PO	Update Survey and revise legal descri
17371-2	Andrew Giannini - QLH, /	Ferndale Street Project	Fianl Submittal of Special Puprose Rig
17200-2	Richard Cain	Vacant Shockney Drive, OB	Boundary re-survey and topo
17170-6	John Shumate	861 Bayberry Village Rd, Bu	final survey w/ certifications
17293-6	Barry and Corrine Poimb	721 N Oceanshore Blvd, Fla	final survey and EC
17137-2	William Burgess	112 Via Madrid, OB 32176	Plot plan & building stakeout

2018 List

Job No.	Client	Address	Work Completed
18115	Jeff Lowe	790 Fentress Boulevard	FPL Easement
18104	PermaCraft Signs CO Ed I	Foundation Inn and Suites 7	Special Puprose Survey
18106	Pine Hammock Farms LL	Parcel No. 1 5331-00-05-02	Boundary Survey
18101	Sam Merrill	620 Daytona Avenue, HH	Boundary Survey, Lot Split, 2 Legal Des
18102	Adelson Ramos	710 S Beach Street, OB	Boundary and Topo Survey w/ Elevatio
18116	ING Investor Group Inc C	Vacant George W. Engram B	Update Survey and Topo
18112	Sharon Hawkins	841 Hollywood Street, DB	Plot Plan w/ contour lines
18114	George R. Martin Jr	448 Riverside Drive, OB	Boundary Survey
18108	Margaret C. Donovan	12 Sea Drift Terrace, OB	Boundary Survey
18123	Jerry Staton	484 S Yonge Street, OB	Boundary Survey
18105	Thomas Creen	1585 Megan Bay Circle, HH	Elevation Certificate
18103	Len and Melanie Moser	1260 John Anderson Drive, (	Boundary Survey
18107	Lumina Group Enterprise	900 Orange Avenue, DB	Elevation Certificate
18121	Kevin and Vanessa Gardi	220 Dunawton Avenue, PO	Boundary Survey
18112-2	Sharon Hawkins	841 Hollywood Street, DB	Topo, Drainage Plan, Addition Plot Plan
18117 & 1	Aaron Frazier	Vacant Oakridge Road, OB	Boundary and Building Site Topographi
18134	John and Paula Farr	67 Seabreeze Drive, OB	Boundary Survey
18111	United Brethren in Chris	560 Flomich Avenue, HH	Update Boundary Survey, additional to
18113	Jason Durgan	Vacant Oakridge Road, OB	Boundary Survey
18140	Carroll Fisher, III	Hiatus, OB	Create Description and sketch
18118	Brian J. Whelan	129 Coral Circle, SD	Boundary and Topo Survey
18125	Edward Doyle Andress	Vacant Flomich Street, HH	Boundary Survey with legal Descriptio
18120	Walter E. and Eileen M.	17 Sea Swallow, OB	Boundary Survey
18148	Mark and Julie Straka	Vacant Ernest Drive, PO	Boundary Survey with Benchmark
18129	Robin D. Hanger	1208 Riverside Drive, HH	Boundary Survey
18142	Robin D. Hanger	1208 Riverside Drive, HH	Boundary Survey
18126	Central Florida Commun	619 Verdell St, DB	Boundary Survey
18119	T'annia Cox Johnson	919 State Avenue, HH	Boundary Survey
18122	Clint Tiffany	140 Riverside Drive, HH	Boundary Survey and Plot Plan
18149	Larry Sims	988 Old Sugar Mill Road, PO	Affidavit
18101-2	Sam Merrill	620 Daytona Avenue, HH	Locate meters and water lines
18133	Paul Howes	72 S Yonge Street, OB	Boundary Survey
18137	Kathryn J. Hood	155 12th Street HH,	Boundary Survey
18138	S B and D LLC / Alice Mu	947 S. Nova Road, OB	Updated Boundary Survey
18150	James K & Joanne M. We	Vacant 1417 Kinnard Circle,	New Buyers
18130	Cheryl L. Davidson	3 Pleasant View Circle, DB	Boundary & Topo Survey
18128	Joe Carey	625 N. Seagrave Street	Boundary Survey
18110	Kevin Lee / QLH	Lift Station No. 3	Special Puprose Topo Survey and Site f
18131	Rio Robles Apartments /	84 S. Beach Street, OB	Dock Location and ownership lines sur
18136	Jeff and Karin Street	616 Santa Fe Avenue, OB	Survey for Ormond Beach Permitting
18139	Louis and Fiorella Pechm	4080 Campa lane, OB	Boundary Survey
18141	Paul T. Vanbarcum	7 Ronnie Circle, HH	Survey for fence permit requirements
18135	Grace Life Beachside / P	6 Sandra Drive, OB	Survey for Volusia County Permitting
18143	Kevin Stokes	Vacant Eugene Black Street	Survey & Plot Plan for building permit
18159	Carl Lentz / Daycap Hold	1321 Ridgewood & 1314 W	Boundary Re-Survey
18161	Club Oval, Inc / Ryan Pag	315 Country Club Oval, DB	Elevation Certificate

18166	Joe Bonk	345 10th St, HH 32117	BS and legal description
18156	Andrey Anpilov	Vacant Old Deland Road	BS
18154	Gerald Chester	501 S MLK Jr Blvd, DB	BS
18113 eas	Fred Kelly c/o Profession	Vacant Oakridge Road, OB	Easement sketch and description
18180	Richard & Nancy Holmar	2150 John Anderson Dr, OB	EC
18179	Phyllis Kirk	917 Shady Park Terrace, HH	BS
18175	Robert Burns	3 Bayberry Circle, OB	BS
18151	Matthew Somerset	Vacant 4390 Lake Ashby Rd, Boundary re-survey	
18198	Troy & June Howe	355 Coquina Ave, OB 32174	Boundary re-survey
18183	Charles Mecklem	18 Woodgate Court, OB 321	EC
18185	Richard Hofferth	4 Applewood Circle, SD 321	BS
18182	Jennifer Mason	1507 Old Kings Rd, HH 3211	BS
18174-2	John & Susan Reagan	345 10th St, HH 32117	add certifications and setback lines
18152	Riviera Country Club, Inc	845 Calle Grande St, OB 321	BS and partial topo
18208 A B	City of Daytona Beach	730 E ISB & 300 Atlantic Ave	2 boundary re-surveys
18178	Charles & Regena Callaw	3342 S Peninsula Dr, PO 321	BS
18206	Keith Sherman	Vacant 3120 Liberty St, DB 3	BS
18116-2	ING Investor Group Inc C	Vacant George W. Engram E	Plot plan & establish state plan coordir
18187	Lisa & Chris Herbster c/o	1115 Overbrook Dr, OB 321	BS
18184	Charlie & Christine Lyder	537 N Beach St, OB 32174	BS & topo w/ tree locations
18196	Fares Salame	913A Catherine Ave, HH 321	EC and LOMA application
18203	Lacey Melody	243 & 243 1/2 Strawberry L	2 elevation Certificates

V

Acceptance of Conditions

Acceptance of Conditions:

Myer Land Surveying, Inc. accepts the conditions as outlined in the Request for Qualifications 18-PW-01, Professional Surveying Services

A handwritten signature in black ink, appearing to read "Michael M. Myer". The signature is fluid and cursive, with the first name "Michael" and last name "Myer" clearly distinguishable.

Michael M. Myer, PSM, LS4006

VI

Documents



Quentin L. Hampton Associates
Civil and Environmental Engineers
A Mead & Hunt Company

June 12, 2018

**LETTER OF REFERENCE FOR
MYER LAND SURVEYING**

To Whom It May Concern:

Myer Land Surveying (MLS) has provided surveying services on several projects for which Quentin L. Hampton Associates, Inc. (QLH) served as engineers to the City of Holy Hill. The projects include recent water systems improvements in several areas throughout the city. On one recent project MLS duties included providing subsurface utility exploration and locating as part of the survey for the water systems improvements.

We have found that MLS provides consistent service at a reasonable rate. They complete assignments in a timely manner, prepare quality surveys and have excellent historical knowledge of the City of Holly Hill having been established in the city since 1985. MLS also has provided easement sketch and legal descriptions for construction of new utilities for the City of Holly Hill. Michael Myer and staff are well qualified and have the required level of experience to complete most survey tasks with minimal direction.

MLS has shown an ability and willingness to respond to the City's needs and provide personalized service. They are an excellent firm with a long history of providing quality surveying services.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brad T. Blais', written over a blue circular stamp or seal.

Brad T. Blais, PE
Vice President

BTB:bf

4401 Eastport Parkway
P.O. Box 290247
Port Orange, Florida 32129-0247

Phone: (386) 761-6810
Fax: (386) 761-3977
www.qlha.com

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

SLIGER & ASSOCIATES
Incorporated

June 11, 2018

Mr. Michael Myer, PSM
Myer Land Surveying
316 Ridgewood Avenue
Holly Hill, Florida 32117

Re: City of Holly Hill (RFQ 18-PW-01 PROFESIONAL SURVEYING SERVICES)

Dear Mike,

We would be pleased to be the sub-consultant to you in providing surveying services to the City of Holly Hill.

With seven survey crews operating seven total stations and seven GPS units utilizing the Lengemann L-Net service, four licensed land surveyors and two CAD technicians, we can commit the necessary manpower to you with one week notice to assist you in completing any projects you may perform for the city within the time frame required. Any work we preform for you would beat our standard hourly rates.

We understand that as prime consultant, you would be responsible to the City for the completeness, accuracy and adherence to schedule for any projects you do. Sliger & Associates, Inc. will work with you to maintain the high standards of work you provide to your clients.

Thank You for including us on your team and we look forward to working with you.

Sincerely,

Joe Zapert, PLS, President

Phone 386.761.5385

Free 877.775.4437

Fax 386.760.0619

3921 Nova Road • Port Orange, FL 32127 • www.sligerassociates.com

DANIEL W. CORY SURVEYOR, LLC

Professional Surveyors & Mappers

300 Canal Street
New Smyrna Beach, Florida 32168

Telephone: 386/427-9575

FAX: 386/427-1783



June 11, 2018

Mr. Michael Myer, PSM
Myer Land Surveying
316 Ridgewood Avenue
Holly Hill, FL 32117

RE: City of Holly Hill RFQ-SUR-18-01 – SURVEYING SERVICES

Dear Mike,

We would be delighted to be a sub-consultant for providing surveying services to the City of Holly Hill.

Daniel W. Cory Surveyor, LLC is a multidiscipline surveying and mapping firm, offering the following types of surveys: As-Built, Boundary, Condominium, Construction Layout, Control, Hydrographic, Mean High Water Line, Quantity, Record, Specific Purpose and Topographic. We are also adept in preparing Sketch of Descriptions for the purposes of easement description, defining an assessment district, etc. Our firm has been qualified to provide Surveying and Mapping services to the (1) *City of New Smyrna Beach*, (2) *Utilities Commission - City of New Smyrna Beach*, (3) *City of Edgewater*, (4) *County of Volusia* and the (5) *Volusia County School Board*. We can commit the necessary resources for any assistance you may require. The work performed will be invoiced at our standard rates.

We understand that **Myer Land Surveying**, as prime consultant, will be responsible to the City for completeness, accuracy and adherence to schedule for any projects. **Daniel W. Cory Surveyor, LLC** can provide you with the experience, expertise, manpower, flexibility and availability required to meeting the goals established for the successful completion of projects assigned.

Thank you for your consideration of our firm and we look forward to the opportunity to be of service.

Sincerely,

Jeffrey W. Cory
Professional Surveyor and Mapper

June 10, 2018



Mr. Mike Myer
Myer Land Surveying, Inc.
316 Ridgewood Avenue
Holly Hill, Florida 32117

Cardno

402 S. North Lake Blvd.
Suite 1004
Altamonte Springs, FL 32701
USA
Phone 407.629.7144
Fax 407.629.7146
www.Cardno.com

RE: City of Holly Hill – Professional Surveying Services – RFQ 18-PW-01

Dear Mr. Myer:

Cardno would be pleased to be a part of your team pursuing this contract and provide subsurface utility engineering services. We understand the importance of obtaining accurate and reliable utility information and we are fully committed to provide the necessary support and expertise to you and the City.

Cardno is a full service engineering firm which has been providing subsurface utility engineering (SUE), surveying and utility coordination services in central Florida since 1992. Our utility engineering group has 14 SUE crews available in Florida and is fully equipped with surface geophysical instruments, Ground Penetrating Radar (GPR), and vacuum excavation trucks. Our closest office is located within 50 miles from the City of Holy Hill; from this office and our other four offices located within the State we are prepared to provide the necessary support, staff and equipment whenever the need arises. When work is requested, we will prepare a detailed scope, estimate and schedule for your review and will not mobilize until receiving a notice to proceed from you.

Thank you for thinking of Cardno and we look forward to the opportunity of working together on this contract.

Sincerely,

Vincennes LaVallette
Branch Manager
Cardno

Australia • Belgium • Indonesia • Kenya • New Zealand • Papua New Guinea
United Arab Emirates • United Kingdom • United States • Operations in 60 countries

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)



June 11, 2018

Mr. Mike Myer, PLS
Myer Land Surveying, Inc.
 316 Ridgewood Avenue
 Holly Hill, FL 32117

Mapping Resource Group, Inc.
 701 North Oceanshore Blvd.
 Flagler Beach, FL 32136
 P: 386.439.4848
 F: 386.439.1553
 MRG|GEO.com

RE: Letter of Commitment for the City of Holly Hill RFQ
 Professional Land Surveying Services

Dear Mike,

This letter is to confirm that Mapping Resource Group, Inc. (MRG GEO), a certified Small Business Enterprise (SBE) firm, will commit the necessary equipment and qualified personnel to the Myer Land Surveying, Inc. (MLS) team for the above-mentioned project. Contingent upon the award by the City of Holly Hill to MLS, MRG GEO agrees to provide supporting professional surveying and mapping services for this project.

MRG GEO is fully committed to MLS and the City of Holly Hill for the duration of this project. MRG GEO does not have any conflict of interest regarding this project nor does it have any business or family relationship between MRG GEO principals of the firm and officials or employees of the City of Holly Hill.

Our VulcanAir P-68 twin engine aircraft is based at the Ormond Beach Airport with an experience flight crew operating either our Vexcel UltraCamLp 4 band digital camera system equipped with forward motion compensation (FMC) and a gyro-stabilized suspension or our Trimble Harrier 68i high density LiDAR system equipped with a 64 megapixel digital camera.

MRG GEO has the available resources to meet all time and budget requirements and will provide our portion of the project technical services and products with these requirements. All photogrammetric services performed by MRG GEO will be under the direction of a Florida Registered Surveyor and Mapper.

I certify that the above statements are true and agree that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration.

Should you have any questions or require additional information, please do not hesitate to contact me directly at 386 439-4848 or by email at jricke@mrggeo.com.

Sincerely,
 Mapping Resource Group, Inc.

A handwritten signature in blue ink that reads "Joseph P. Ricke".

Joseph P. Ricke, PSM
 Director

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

VII

Required Forms

Professional Certifications and Licenses:

See attached

In Conclusion

Myer Land Surveying, Inc is a local firm that for 33 years has provided surveying services to the general public and specifically to the citizens of Holly Hill faithfully, timely and cost effectively. Thanks to advanced technology, education, quality control, and a strong moral and ethical credo, the firm can perform work in quantity and quality that belies its size. For more than 16 years Myer Land Surveying, Inc, as the City's "Qualified surveyor" has efficiently and satisfactorily performed every task the City requested. The firm's proximity to the City Center has allowed close coordination and consultation with City staff.

Myer Land Surveying, Inc's principal, Michael M. Myer lives in the community and takes an active role in community service. Mr. Myer served on several City committees including most recently, the Charter Review Committee. Mr. Myer is the long-time chair of the Board of Planning and Appeals. In 2012 Myer Land Surveying, Inc was honored with the City's Commercial Beautification Award. Recently Mr. Myer was named to the City's Legislative Advocacy Committee. All the above are evidence that Myer Land Surveying, Inc takes pride in its community and actively strives to make Holly Hill better.

Myer Land Surveying, Inc has proven over the years that it is highly qualified to satisfactorily perform the City's work. We stand ready, today with a strong sub-consultant team to continue in that role.

The firm's principal equipment includes 3 CADD stations, a state of the art Carlson BRx6 GNSS RTK (static capable) system, a Leica Robotic Total Station, TCRP 1203, a Leica NA2 automatic level, and all other necessary surveying equipment to accomplish the tasks at hand, which has been accumulated over 33 years of surveying business activity.

(see Services) Professional Survey and Land Survey 10-WD-18-QFR : 4522) Attachment: RFR 10-WD-18-QFR

PROFESSIONAL SURVEY

2/6/2013	\$500.00	13009	City of Holly Hill	621-527 Ridgewood Ave., HH	Boundary, topo and tree location survey
3/19/2013	\$5,500.00	13012	City of Holly Hill, Jack Maswary, Mark Juliano	1200 Center Avenue, HH	Boundary, topo and tree location survey
8/8/2013	\$700.00	13079	City of Holly Hill	101 2nd St., HH	create two legal descriptions with sketch
8/15/2013	\$750.00	13082	City of Holly Hill	421 Sixth St., HH	Boundary survey
11/6/2013	\$350.00	13082-2	City of Holly Hill	421 Sixth St., HH	create easement descriptions
4/29/2014	\$2,100.00	13092-4	City of Holly Hill	utility conversion project Phase I	created 13 additional easements of Phase I
7/21/2014	\$12,200.00	14215	City of Holly Hill	Ridgewood Avenue Holly Hill	Underground Phase 2 Easement Descriptions
9/5/2014	\$4,070.00	14246 / 14246-2	Jack Maswary City of Holly Hill	Water treatment plant & Holly Hill Market	Elevation Certificate
9/16/2014	\$50.00	14252	City of Holly Hill	460 Ridgewood Ave., HH	revise easement description
2/27/2015	\$950.00	14287	City of Holly Hill	Flemish St., HH	Boundary survey
9/11/2015	\$900.00	15224 & 15225	City of Holly Hill	Steele Hall & Public Works	special purpose survey to 2 site plans
5/26/2016	\$100.00	14215-2	City of Holly Hill	n/a	Revised/adjusted easement to 15' from 20'
9/13/2016	\$750.00	16278	City of Holly Hill	n/a	Mirage Plot Review
8/7/2017	\$750.00	17267	Tom Harowski City of Holly Hill	1200 Center Ave	Completed Plot Review for recordation requirements

9/4/2013	\$200.00	13088	143 14th St., Holly Hill	Establish and set northeastern corner of Lot 18, block 4, J. Fitch Walker's sub
11/21/2013	\$600.00	13115	1250 State Ave. HH	special purpose topo & right of way limits
11/18/2014	\$650.00	14279	Holly Hill Lift Station #17 at 566 10th street th	special purpose topo & Survey
11/26/2014	\$6,000.00	14282	Holly Hill	20 culverts size and inverts in Holly Hill
12/17/2015	\$1,600.00	15298&15300	Holly Hill Lift Stations 12 & 16	Boundary and topographic survey
12/21/2015	\$2,925.00	15301	Holly Hill Lift Station 4	Route survey
7/5/2016	\$450.00	16236	10th St. & Hibiscus Ave., HH	sketch of description
9/27/2016	\$250.00	16283	721 Ridgewood Ave., HH	Easement description and sketch
2/10/2017	\$1,450.00	17108-17109	4401 Eastport Parkway, PO	Special Purpose Right of Way and Topographic Surveys

2/1/2018 12,500 3/5/2018 17371 Ferndale Street Project Special Purpose Right of Way and Topographic Survey

2/15/2018 \$950 4/6/2018 18110 Lift Station No. 3 Special Purpose Topo Survey and Site Plan



MYERLAN-01

KMURMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/14/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Midwest Limited 1117 Thomasville Road Tallahassee, FL 32303	CONTACT NAME: PHONE (A/C, No, Ext): (850) 386-1111 FAX (A/C, No): (850) 385-9827 E-MAIL ADDRESS:														
INSURED Myer Land Surveying, Inc. Michael Myer 316 Ridgewood Avenue Holly Hill, FL 32117	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : National Surety Corp.</td> <td>21881</td> </tr> <tr> <td>INSURER B : Owners Insurance Company</td> <td>32700</td> </tr> <tr> <td>INSURER C : Southern Owners</td> <td>10190</td> </tr> <tr> <td>INSURER D : Hanover Insurance Company</td> <td>22292</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : National Surety Corp.	21881	INSURER B : Owners Insurance Company	32700	INSURER C : Southern Owners	10190	INSURER D : Hanover Insurance Company	22292	INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ MultiCover Endorsement GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	X		AZC80917699	08/08/2017	08/08/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X		4809367100	08/08/2017	08/08/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		78090306	01/24/2014	01/24/2015	PER STATUTE ☐ OTHER ☐ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Professional Liab.			LHQD00968200	08/08/2016	08/08/2018	Each claim/Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Holly Hill is named additional insured on the General Liability policy per the attached endorsement, AB 91 89 08 07. The City of Holly Hill is also named additional insured on the Commercial Auto policy.

CERTIFICATE HOLDER

CANCELLATION

City of Holly Hill 1065 Ridgewood Avenue Holly Hill, FL 32117	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---



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

License No.: **LB6877**
Expiration Date February 28, 2019

7.4.b

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

MYER LAND SURVEYING INC
316 RIDGEWOOD AVE
HOLLY HILL, FL 32117-4420

ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

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



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

License No.: **LS4006**
Expiration Date: February 28, 2019

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

MICHAEL MERRILL MYER
316 RIDGEWOOD AVE
HOLLY HILL, FL 32117-4420

ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

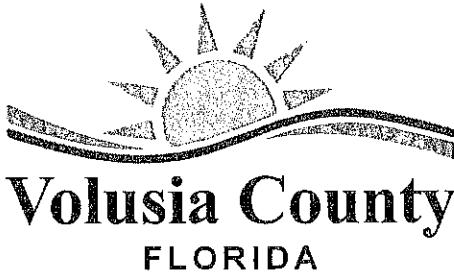
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

2017/2018

Volusia County Business Tax Receipt

Issued pursuant to F.S. 205 and Volusia County Code of Ordinances Chapter 114-1 by:
 Volusia County Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 – (386) 736-5938



Account # 198307010058 Expires: September 30, 2018
 Business Location: 1702 BUENA VISTA AV

Business Name: MYER LAND SURVEYING
 Owner Name: MICHAEL MYER
 Mailing Address: 1702 BUENA VISTA DRIVE
 HOLLY HILL, FL 32117

BUSINESS TYPE	CODE	COUNT	TAX
Professional	461		\$30.00

- This receipt indicates payment of a tax, which is levied for the privilege of doing the type(s) of business listed above within Volusia County. This receipt is non-regulatory in nature and is not meant to be a certification of the holder's ability to perform the service for which he is registered. This receipt also does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.
- The business must meet all County and/or Municipality planning and zoning requirements or this Business Tax Receipt may be revoked and all taxes paid would be forfeited.
- The information contained on this Business Tax Receipt must be kept up to date. Contact the Volusia County Revenue Division for instructions on making changes to your account.

**THIS PORTION OF THE BUSINESS TAX RECEIPT MUST BE
 POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**



BUSINESS TAX RECEIPT

7.4.b

City of Holly Hill

1065 Ridgewood Ave

Holly Hill, FL 32117

386-248-9442 www.hollyhillfl.org

EXPIRATION DATE: September 30, 2018

ISSUED TO: MYER LAND SURVEYING
316 RIDGEWOOD AVENUE

HOLLY HILL FL 32117-4420

LICENSE YEAR: 10/17-09/18
LICENSE NUMBER: 18-00023843
FEE: \$107.18

DATE: September 01, 2017

COMMENTS:

BUSINESS LOCATION: 316 RIDGEWOOD AVE

BUSINESS OWNER: MYER, MICHAEL M

VALID PROVIDING ALL STATE CERTIFICATION/REGISTRATION REQUIREMENTS ARE MET.

BUSINESS CLASSIFICATION

<u>CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
64284	SURVEYOR	77.18
00100	ANNUAL FIRE INSPECTION	30.00000 X 1.00 = 30.00

- THIS DOCUMENT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS, PENALTY FOR FAILURE TO DO SO.
- TAX RECEIPT DOES NOT GUARANTEE JOB AND/OR WORK PERFORMANCE.
- BUSINESS MUST COMPLY WITH CITY ORDINANCES.

Form W-9 (Rev. October 2007) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <i>Michael M Myer</i>	
	Business name, if different from above <i>Myer Land Surveying Inc</i>	
	Check appropriate box: ☐ Individual/Sole proprietor ☒ Corporation ☐ Partnership ☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ☐ Exempt payee ☐ Other (see instructions) ▶	
	Address (number, street, and apt. or suite no.) <i>316 Ridgewood Ave</i>	Requester's name and address (optional) <i>City of Holly Hill</i>
	City, state, and ZIP code <i>Holly Hill, FL 32117</i>	List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number <i>54 3508 308</i>

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below)

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ <i>Michael M. Myer</i>	Date ▶ <i>6-14-18</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

PROFESSIONAL CONSULTANT SERVICES AGREEMENT

Professional Surveying Services

Request for Qualification (RFQ) #18-PW-01

THIS AGREEMENT is made and entered into this _____ day of July, 2018, by and between Myer Land Surveying Inc, duly authorized to conduct business in the State of Florida and whose address is 316 Ridgewood Ave Holly Hill FL 32117 hereinafter, called "CONSULTANT" and the **CITY OF HOLLY HILL**, a political subdivision of the State of Florida, whose address is 1065 Ridgewood Ave, Holly Hill, FL 32117, hereinafter called "CITY".

SECTION 1. AGREEMENT. The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Qualifications (RFQ #18-PW-???), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONSULTANT, constitute the entire Agreement between CITY and CONSULTANT. This Agreement is the final, complete and exclusive expression of the terms and conditions of the parties' Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

SECTION 2. TERM OF AGREEMENT. The term of this Agreement shall be for three (3) years from the date of award with two (2) one year extension options which may be exercised at the sole discretion of the City.

SECTION 3. COMPENSATION. For Services rendered, the CITY shall pay the CONSULTANT a lump-sum fee, including or excluding reimbursable expenses as mutually agreed upon. Unless otherwise agreed in a Scope of Services, the CONSULTANT will invoice the City monthly based upon the CONSULTANT's estimate of the portion of the total Services actually completed at the time of billing.

SECTION 4. REIMBURSABLE EXPENSES. "Reimbursable Expenses" means the actual, necessary and reasonable expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto for travel; toll telephone calls and facsimiles; reproduction of reports, drawings and specifications, and similar Project-related items; as provided in the City's Purchasing Policy.

SECTION 5. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, return receipts requested, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

For City:

Valerie Manning, City Clerk
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117
(386)248-9441

For Contractor:

Michael M. Myer Pres (Name, Title)
Myer Land Surveying Inc. (Company)
316 Ridgewood Ave (Address)
Holly Hill, FL 32117 (City, State, Zip)
386 255-6304 (Phone)

SECTION 6. RIGHTS AT LAW RETAINED. The rights and remedies of CITY, provided for under this Agreement, are in addition and supplemental to any other rights and remedies provided by law.

SECTION 7. CONTROLLING LAW, VENUE, ATTORNEY'S FEES. This Agreement is to be governed, construed, and interpreted by, through and under the laws of Florida. Venue for any litigation between the parties to this Agreement shall be in the County of Volusia, Florida and any trial shall be non-jury. The prevailing party in any litigation arising from or related to this Agreement shall be reimbursed reasonable attorney fees and costs, including all fees and costs of an appeal.

SECTION 8. MODIFICATIONS TO AGREEMENT. This Agreement and any exhibits, amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

SECTION 9. SEVERABILITY. If, during the term of this Agreement, it is found that a specific clause or condition of this Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force and effect.

SECTION 10. WAIVER OF JURY TRIAL. THE CITY AND CONSULTANT HAVE SPECIFICALLY WAIVED THE RIGHT TO A JURY TRIAL CONCERNING ANY DISPUTES WHICH MAY ARISE CONCERNING THIS AGREEMENT.

SECTION 11. NON-WAIVER. No indulgence, waiver, election or non-election by CITY under this Agreement shall affect CONSULTANT's duties and obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date written above for execution by CITY.

WITNESSES:

CITY OF HOLLY HILL

WITNESSES:

Amanda Baez
Amanda Baez

Joseph Forte, City Manager

Dated: _____

FIRMS

By: Michael M. Myer

Dated: 6/15/18

Attachments: A. RFQ #18-PW-01

B. Firm Response to RFQ

C. Scope of Service



Amanda Baez
State of Florida
My Commission Expires 07/24/2021
Commission No. GG 127535

Approved by the City Commission of the City of Holly Hill at a meeting held on this _____ day of _____, 2018 under Agenda Item No. _____.

PROPOSERS QUALIFICATION FORM

LIST MAJOR WORK PRESENTLY UNDER CONTRACT:

% Completed	Project	Contract Amount
0	838 Bill France Blvd	\$ 10 k +/-
0	537 N. Beach St	\$ 1200
80	262 W Woodhaven	\$ 4500

LIST CURRENT PROJECTS ON WHICH YOUR FIRM IS THE CANDIDATE FOR AWARD:

1020 W Patrick Circle

Hollyland Park

728-732 Ballough Rd

OTHER INFORMATION ABOUT PROJECTS:

Myer Land Surveying makes proposals every day multiple times a day - it is the nature of the work.

Have you, at any time, failed to complete a project? ☐ Yes ☒ No

STATEMENT OF LITIGATION:

Are there any judgments, claims or suits pending or outstanding by or against you?

☐ Yes ☒ No

If the answer to either question is yes, submit details on separate sheet. List all lawsuits that have been filed by or against your firm in the last five (5) years:

FEES:

List total fees for work done on all City projects in the past five (5) years, whether as an individual firm or as part of a joint venture. Fees must be listed individually by contract or project and then summarized as a total dollar amount. Attach additional page if necessary.

\$ 58,445 Total Fees for work done on all City projects

DECLARATION STATEMENT

City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117

RE: RFQ NO. 18-PW-01 - "PROFESSIONAL SURVEYING SERVICES for City of Holly Hill"

Dear Mayor and Commission Members:

The undersigned, as Proposer (herein used in the masculine, singular, irrespective of actual gender and number) declares that he is the only person interested in this Qualification or in the contract to which this Qualification pertains, and that this Qualification is made without connection or arrangement with any other person and this Qualification is in every respect fair and made in good faith, without collusion or fraud.

The Proposer further declares that he has complied in every respect with all the Instructions to Proposers issued prior to the opening of Qualifications, and that he has satisfied himself fully relative to all matters and conditions with respect to the general condition of the contract to which the Qualification pertains.

The Proposer puts forth and agrees to commence negotiations, in accordance with the Federal 40 USC Title 1101-1104 (Brooks Act) and F.S. 287.055(5), and execute an appropriate City document for the purpose of establishing a formal contractual relationship between him, and the City for the performance of all requirements to which the Qualification pertains. The Proposer states that the Qualification is based upon the Qualification documents listed in RFQ #18-PW-01.

IN WITNESS WHEREOF, WE have hereunto subscribed our names on this 15 day of June, 2018 in the City of Holly Hill, in the State of Florida.

Myer Land Surveying, Inc
Company

316 Ridgewood Ave
Address

Michael M. Myer
Authorized Signature

Holly Hill, FL 32117
City, State, Zip Code

Michael M Myer
Printed Name & Title

386 255-6304
Telephone No.

Mmyer4006@gmail.com
Email

N/A
Fax No.

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

INSURANCE REQUIREMENTS

(Continued)

- ☒ 9. The City of Holly Hill shall be named as the Certificate Holder. NOTE--The "Certificate Holder" should read as follows:

City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, Florida

No City Division, Department, or individual name should appear on the Certificate. No other format will be acceptable.

- ☒ 10. **Thirty (30) Days Cancellation Notice** required.
- ☒ 11. The Certificate must state the **RFQ Number and SURVEYING SERVICES.**

=====

PROPOSER'S AND INSURANCE AGENT'S STATEMENT:

We understand the insurance requirements of these specifications and that the evidence of insurability may be required within five (5) days of the award of **RFQ**.

Myer Land Surveying Inc
Company

316 Ridgewood Ave
Address

Authorized Signature

Holly Hill, FL 32117
City, State, Zip Code

Michael M Myer
Printed Name & Title

386 255-6304
Telephone No.

mmyer4006@gmail.com
Email

N/A
Fax No.

Attached
Insurance Agency

Signature of Proposer's Agent

Attachment: RFQ 18-PW-01 Myer Land Surveying (2254 : RFQ 18-PW-01 - Professional Surveying Services)

NON-COLLUSION AFFIDAVIT OF PRIME QUALIFIER

State of FLCounty of VolusiaMichael M. Myer, being first duly sworn, deposes and says that:He/she is President of Myer Land Surveying, Proposer that has submitted the attached Qualification;

He/she is fully informed respecting the preparation and contents of the attached Qualification and of all pertinent circumstances respecting such Qualification;

Neither the said Proposer nor any of its officers, partners, owners, agent representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person, to fix the price or prices in the attached Qualification or of any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the CITY OF HOLLY HILL.

The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Myer Land Surveying Inc

Company

316 Ridgewood Ave

Address

Michael M. Myer

Authorized Signature

Holly Hill, FL 32117

City, State, Zip Code

Michael M Myer

Printed Name & Title

386 255-6304

Telephone No.

mmyer@gmail.com

Email

n/a

Fax No.

Subscribed and sworn to before me this 15 day of June, 2018.Amanda BaezNotary Public

Title

Amanda Baez
State of FloridaMy Commission Expires 07/24/2021
Commission No. GG 127535My Commission Expires: 07/24/2021

INDIVIDUAL, FIRM, CORPORATION, LIMITED LIABILITY, PARTNERSHIP, OR OTHER
FORM OF ENTITY

By: Michael M. Myer | Michael M Myer
(Signature) (Print name)

Address: 316 Ridgewood Avenue
Holly Hill, NC 32117

Telephone: (386) 255-6304 Fax: ()

Taxpayer Identification Number (TIN): 99-3508308

CORPORATION

By: Michael M. Myer | Michael M. Myer
(Signature) (Print name)

Address: _____

Telephone: () _____ Fax: () _____

Taxpayer Identification Number (TIN/EIN): _____

State Under Which Corporation Was Chartered:

Corporate President: Michael M. Myer
(Print Name)

Corporate Secretary: - Sole Officer -
(Print Name)

Corporate Treasurer: _____
(Print Name)

CORPORATE SEAL

Attest By: _____
Secretary

Signature: _____ Date: 6-15-18

REFERENCES FORM

Provide the business names, contact persons and telephone numbers of four (4) references for which the firm has provided services described in this Qualification for three (3) years or more within the last five (5) years. Include relationships with governmental agencies. It is our intent to contact these references during the evaluation process.

1. Name of Company: Zahn Engineering Inc
 Address: 244 S Palmetto Ave Daytona Beach FL 32114
 Point of Contact: Pete or John Lemball
 Phone #: 386 252-0020 Email address: Pete.Zahn@Zahneng.com
 Service(s) Provided: Boundary topographic, as-built, final
subdivision platting, right of way
 Dates of Service: 1985-present
2. Name of Company: Ray Budgen Construction
 Address: 22 Winding Woods Trail Ormond Beach FL 32174
 Point of Contact: Ray
 Phone #: 386 673-2508 Email address: R.Budgen@CAI-FL.COM
 Service(s) Provided: Same as above including
construction staking and elevation certificates
 Dates of Service: more than 25 years
3. Name of Company: QLH, a Mead & Hunt Company, Inc
 Address: 4401 Eastport Parkway Port Orange FL 32127
 Point of Contact: Andrew Giannini, Kevin Lee, John Neuschke
 Phone #: 386 761-6810 Email address: Andrew.Giannini@meadhunt.com
 Service(s) Provided: Same as Zahn Engineering including
city infrastructure work
 Dates of Service: 25+ years
4. Name of Company: Solti Construction
 Address: 44 Cogswell Bridge Way Ormond Beach FL 32174
 Point of Contact: Peter, Donna
 Phone #: 386 677-6771 Email address: Asolti@CAI-FL.COM
 Service(s) Provided: Same as Zahn & Budgen listed
above
 Dates of Service: 10+ years

transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, nor any affiliates of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

NO The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

NO The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR A CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Charlotte Myer
(Signature)

Sworn and subscribed before me this 15 day of June, 2018.

Personally known _____

Amanda Baez
(Notary)

OR produced identification FL DL

Notary Public State of Florida

FL DL Dmv.
(Type of Identification)

My commission expires: 07/24/2021



Amanda Baez
State of Florida
My Commission Expires 07/24/2021
Commission No. GG 127535

Friday, October 12, 2018

2:00 PM

Summary Grading

Company Name	Les Gillis	Pat Clark	John Dillard	TOTAL	Rank Order
MARK DOWST & ASSOCIATES	87	79	91	257	5
MCKIM & CREED	94	95	89	278	3
MYER LAND SURVEYING	96	97	94	287	2
SOUTHEASTERN SURVEYING	97	98	93	288	1
UPHAM, INC	92	93	91	276	4



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

7.5

MEETING DATE: October 23, 2018
FROM: John McKinney
SUBJECT: 2019 Aquatech B-10 Jet/Vacuum
NUMBER: (ID # 2236)
APPLICANT:
PLANNER:

DISCUSSION:

Our current Vac-Con truck has reached its service life and requires replacement. The current Vac-Con is over 15 years old and is down for maintenance frequently. In addition, parts due to age are hard to come by and have extended delivery times.

Staff has provided specifications for a 2019 Aquatech B-10 Jet/Vac with a Freightliner chassis based on the Florida Sheriff's Contract FSA18-VEH16.0 Spec #53. The specification as determined by staff is \$379,000.

This replacement model has all of the required equipment and accessories to serve the community for the next ten to fifteen years. This would be a cooperative purchase utilizing the Florida Sheriffs Association bid.

Current City of Holly Hill Purchasing Policies and Procedures per Resolution 2018-R-30

POLICY 2.40 COOPERATIVE PURCHASING:

The City may join with one or more other government entity and jointly bid common commodities or services. Cooperative Purchasing may take the following forms:

- One entity "piggybacking" on the contract of another.
- Entities joining together to bid.

FISCAL ANALYSIS:

Budgeted - 400-8110-580.64-00 \$361,900 requires a \$17,655 line code adjustment.

STAFF RECOMMENDATION:

Motion to approve the purchase and authorize the City Manager to make the necessary budget amendment.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

Motion to approve the purchase of a new 2019 Aquatech B-10 Jet/Vac and accessories from Pat's Pump & Blower, in the amount of \$379,000 and all necessary line code budget amendments.

- Holly Hill-B10-101118 Aqua tech quote (PDF)



2141 W. Church St ~ Orlando, FL 32805 ~ (407) 841-7867 / fax 407 648-2096

Date: 11-October-2018

To: Mr. Shawn Hebert
City of Holly Hill

Re: Aquatech B-10 Jet/Vac

Mr. Hebert

Thank you for the chance to work with you on your equipment needs. We are pleased to present our offer based on the Florida Sheriff's Contract FSA18-VEH16.0 Spec #53. Please review the following:

BaseBid	Aquatech B-10 10 Yard Debris 1150 Gallons of Fresh Water W/Roots 824 5197CFM and 18" Hg	\$ 217,196.00
Options		
121002493	½" X 75' Wash Down Gun Hose Assembly W/Spring Loaded Reel	\$ 3,500.00
2000410000	8" X 23' Ball and Socket Extendable Boom	\$ 4,600.00
A240695-3	Hose Footage Counter Rear Level Wind	\$ 1,250.00
A175252-3000-Cobra	Sewer Hose 1" x 600'	\$ 980.00
121001268	AAcom Wireless Remote	\$ 5,800.00
121002367	Dual Amber Strobe Lights Rear Debris	\$ 1,700.00
A000364-1	45" Horizontal 8" Tube Racks	\$ 745.00
A000404-12	Amber Strobe Lights Chassis Mirrors	\$ 1,195.00
A120002	Back Up Alarm	\$ 180.00
A120373	Amber Arrow Stick Top Tank	\$ 1,205.00
A120378-LED	Boom Flood Lights LED	\$ 775.00
A120378-LED Side	Side Work Station Floodlight LED	\$ 325.00
A176150	2.5" X 25' Hydrant Fill Hose	\$ 160.00
A180549-2	72" X 15" X 36" Tool Box W/ Shelf	\$ 2,510.00
A180552-1	30" X 18" X 18" Tool Box	\$ 1,375.00
A180555-S	60" X 24" X 24" Tool Box W/ Shelf	\$ 1,900.00
A215555-23	Unloader Valve System	\$ 5,440.00
A220330	Hydrant Wrench	\$ 50.00
A235006	3" Flexible Hose Guide W/ 20' Rope	\$ 90.00
A243924-2	Tank Access Steps For 824 Blower	\$ 770.00
A306031	Vertical 4 8" Tube Holder Frame Mounted	\$ 1,650.00
A338837-1	Dual High Pressure Floor Flushers	\$ 3,135.00
A381239	PTO Hour Meter	\$ 235.00
A382413-9	Debris Tank Splash Shield (Pipe Bumper)	\$ 1,300.00
A382557-6	Dual Camera W/ Split Monitor	\$ 2,385.00
A383477	5 Gallon Water Cooler Bracket	\$ 395.00
A383961	Extension Tube 8" X 3'	\$ 385.00
A383963	Extension Tube 8" X 5' (Quantity 2)	\$ 880.00
A383964	Extension Tube 8" X 6' (Quantity 4)	\$ 1,760.00
A383970	Intake Tube 8" X 6'	\$ 490.00
A384071	Fluidizer Tube 8" X 3'	\$ 405.00
A384963	Debris Door Screen Blank Off Plate	\$ 575.00
A388552	DOT Safety Kit	\$ 440.00
A388575	Rear Tow Hooks	\$ 280.00

Attachment: Holly Hill-B10-101118 Aqua tech quote (2236 : 2019 Aquatech B-10 Jet/Vacuum)

NCO Crawler	Deep Trekker Portable Camera Crawler System	\$ 14,500.00
Autolube	Lubecore Autolube System	\$ 9,864.00
Freightliner	370 HP Chassis w/ 3500RDS Transmission	\$ 100,000.00
	Total	\$ 390,425.00
.00		
	First Time Customer Discount	(\$ 11,425.00)
	Final	\$ 379,000.00

This offer includes a Lifetime Warranty on the Debris Tank, Rear Door, and Poly Water Tanks from the factory as well as Lifetime Training from Pat's Pump and Blower.

Thank you again and please let us know if you have any questions or would like to place an order.

Respectfully



Shawn White
Pat's Pump & Blower
Phone: 407-841-7867
Fax: 407-648-2096
Email: Shawn@PatsPump.com

SALES * SERVICE * INSTALLATION

Corporate Office: 2141 West Church Street, Orlando, FL. 32805 * Phone: 407-841-7867 * Toll Free: 800-359-7867 * Fax: 407-648-2096

www.patspump.com * E-Mail: patspump@aol.com

Attachment: Holly Hill-B10-101118 Aqua tech quote (2236 : 2019 Aquatech B-10 Jet/Vacuum)



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

7.6

MEETING DATE: October 23, 2018
FROM: John McKinney
SUBJECT: Capital Lease - 2018 Aquatech B-10 Jet/Vac
NUMBER: (ID # 2235)
APPLICANT:
PLANNER:

DISCUSSION:

Vehicle Lease for Specialized Equipment approved as part of the Fiscal Year 2019 budget on September 25, 2018 per Resolution 2018-R-65. The Specialized equipment to be purchased and financed thru a capital lease is a 2019 Aquatech B-10 Jet/Vac for the Water, Sewer and Stormwater Divisions of Public Works. The quote of \$379,000 received exceeded the budgeted amount by \$17,100. There is monies available within the fund to make the necessary amendments to the overall budget.

Current City of Holly Hill Purchasing Policies and Procedures per Resolution 2018-R-30

Section 17 Procedures for Issuing Debt - Lease Finance Agreements utilized for competitively bid items up to and including \$1,000,000 shall require a minimum of three (3) quotations. Quotes are to be obtained by the Finance Director.

On October 3, 2018 I requested rates and terms for a seven (7) year in arrears capital lease from thirteen (13) different lending institutions to be received no later than Friday October 19, 2018. The bids received are as followed:

<u>Institution</u>	<u>Rate</u>
SunTrust Bank	3.36%
Regions Bank	3.35%
Better Bank & Trust	3.43%
US Bancorp	3.53%
Pinnacle Public Finance	3.65%

All proposals were reviewed by the Finance Director and Mark Galvin, Managing Director of Hilltop Securities, Inc. Based on the terms and conditions offered, it is the opinion that we go with SunTrust Bank's proposal at 3.36% which is fixed thru October 26, 2018. The Regions Bank proposal is 0.01% less but is subject to a Rental Factor Adjustment at closing. This can affect the overall final interest rate based on when the lease is finalized.

FISCAL ANALYSIS:

Loan Proceeds 400-0000-384.10-00 \$379,000

Purchase 400-8110-580.64-00 \$379,000

The total cost of the lease of principal and interest is estimated to be \$425,781.96.

STAFF RECOMMENDATION:

Approve the Capital Lease Agreement with SunTrust Bank with an issuance of an amount not to exceed \$379,000 at 3.36% with a term of 84 months.

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

Motion to approve the City Manager to enter into a Capital Lease Agreement with SunTrust Bank with an issuance amount not to exceed \$379,000 and authorization for the City Manager to execute the Lease agreement documents and all necessary budget amendments.

- Vac-Con-Price (PDF)



2141 W. Church St ~ Orlando, FL 32805 ~ (407) 841-7867 / fax 407 648-2096

Date: 6-September-2018

To: Mr. Shawn Hebert
City of Holly Hill

Re: Aquatech B-10 Jet/Vac

Mr. Hebert

Thank you for the chance to work with you on your equipment needs. We are pleased to present our offer based on the Florida Sheriff's Contract FSA17-VEH15.0 Spec #50. Please review the following:

BaseBid	Aquatech B-10 10 Yard Debris 1150 Gallons of Fresh Water W/Roots 824 5197CFM and 18" Hg	\$ 208,020.00
Options		
121002493	½" X 75' Wash Down Gun Hose Assembly W/Manual Reel	\$ 2,600.00
2000410000	8" X 23' Ball and Socket Extendable Boom	\$ 4,600.00
A240695-3	Hose Footage Counter Rear Level Wind	\$ 1,250.00
A175252-3000-Cobra	Sewer Hose 1" x 600'	\$ 980.00
121001268	Omnix Wireless Remote	\$ 5,130.00
121002367	Dual Amber Strobe Lights Rear Debris	\$ 1,700.00
121004478	Foot Pedal Controls	\$ 500.00
A000364-1	45" Horizontal 8" Tube Racks	\$ 935.00
A000404-12	Amber Strobe Lights Chassis Mirrors	\$ 1,195.00
A120002	Back Up Alarm	\$ 180.00
A120373	Amber Arrow Stick Top Tank	\$ 1,205.00
A120378-LED	Boom Flood Lights LED	\$ 775.00
A120378-LED Side	Side Work Station Floodlight LED	\$ 325.00
A176150	2.5" X 25' Hydrant Fill Hose	\$ 160.00
A180549-2	72" X 15" X 36" Tool Box W/ Shelf	\$ 2,510.00
A180552-1	30" X 18" X 18" Tool Box	\$ 1,375.00
A180555-S	60" X 24" X 24" Tool Box W/ Shelf	\$ 1,900.00
A215555-23	Unloader Valve System	\$ 5,440.00
A220330	Hydrant Wrench	\$ 50.00
A235006	3" Flexible Hose Guide W/ 20' Rope	\$ 90.00
A243924-2	Tank Access Steps For 824 Blower	\$ 770.00
A306031	Vertical 4 8" Tube Holder Frame Mounted	\$ 1,650.00
A338837-1	Dual High Pressure Floor Flushers	\$ 3,135.00
A381239	PTO Hour Meter	\$ 235.00
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A382557-6	Dual Camera W/ Split Monitor	\$ 2,385.00
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A383963	Extension Tube 8" X 5' (Quantity 2)	\$ 880.00
A383964	Extension Tube 8" X 6' (Quantity 4)	\$ 1,760.00
A383970	Intake Tube 8" X 6'	\$ 490.00
A384071	Fluidizer Tube 8" X 3'	\$ 405.00
A384963	Debris Door Screen Blank Off Plate	\$ 575.00
A388552	DOT Safety Kit	\$ 440.00

Attachment: Vac-Con-Price (2235 : Capital Lease - 2018 Aquatech B-10 Jet/Vac)

A388575	Rear Tow Hooks	\$ 280.00
5Tool Kit	Specialty Tool Kit	\$ 12,000.00
NCO Crawler	Deep Trekker Portable Camera Crawler System	\$ 14,500.00
Freightliner	370 HP Chassis w/ 3500RDS Transmission	\$ 100,000.00
Total		\$ 382,505.00
1 st Time Buyer Discount		-\$ 2,950.00
Total		\$ 379,555.00

This offer includes a Lifetime Warranty on the Debris Tank, Rear Door, and Poly Water Tanks from the factory as well as Lifetime Training from Pat's Pump and Blower.

Thank you again and please let us know if you have any questions or would like to place an order.

Respectfully

Shawn White

Pat's Pump & Blower

Phone: 407-841-7867

Fax: 407-648-2096

E-Mail: Shawn@PatsPump.com

SALES * SERVICE * INSTALLATION

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Attachment: Vac-Con-Price (2235 : Capital Lease - 2018 Aquatech B-10 Jet/Vac)



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Ordinance**

MEETING DATE: October 23, 2018
FROM: Joseph Forte
SUBJECT: **SECOND READING - Ordinance 3010 An Ordinance of the City Commission of the City of Holly Hill, Florida, Adopted Pursuant to Florida Statute, Section 166.031, Incorporating into the City of Holly Hill Charter Amendments, a Referendum was Passed During the Municipal General Election Held on Tuesday, August 28, 2018, Repealing the Civil Service Act and Approving the 4-Year Staggered Terms for the Mayor and City Commissioners; Repealing All Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date.**

NUMBER: (ID # 2233)
APPLICANT:
PLANNER:

DISCUSSION:

On Tuesday, August 28, 2018 the Holly Hill electors approved two amendments to the City of Holly Hill Charter repealing the Civil Service Act and approving 4 year staggered terms.

The attached Ordinance repeals the Civil Service Act in its entirety and establishes the staggered four year terms. The City Commission must determine which City Commission seats will run for a four year term in 2020 and which will run for a two year term followed by a four year term in 2022.

FISCAL ANALYSIS:

N/A

STAFF

RECOMMENDATION:

Approve the second reading of Ordinance 3010 as provided by staff and insert the City Commission seats for the respective terms.

COMMISSION GOAL:

N/A

MOTION:

APPROVE SECOND READING OF ORDINANCE 3010, AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO FLORIDA STATUTE, SECTION 166.031, INCORPORATING INTO THE CITY OF HOLLY HILL CHARTER AMENDMENTS, A REFERENDUM WAS PASSED DURING THE MUNICIPAL GENERAL ELECTION HELD ON TUESDAY, AUGUST 28, 2018, REPEALING THE CIVIL SERVICE ACT AND APPROVING THE 4-YEAR STAGGERED TERMS FOR THE MAYOR AND CITY COMMISSIONERS; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

HISTORY:

10/09/18

City Commission

APPROVED AT 1ST READING

Next: 10/23/18

Mr. Forte stated one thing they have to talk about tonight, this repeals the Civil Service Act out of the Charter, it also puts in the 4 year term and the 2 year term for the 2020 election. There are some blanks in the body of the Ordinance that the Commissioners need to insert which Commission seats will be 2 year terms and which seats will be 4 year terms in the 2020 election. His initial conversation with some of the Commission was maybe the newer seats that will be taking office in November 2018, which will be seats 1 and 4 (Districts 1 and 4) would run for 4 year terms and then someone said to him, "What about seniority? Why don't the people who have been here longer get the 4 year terms and the newer people get the 2 year terms?" Mr. Forte stated there's really no rhyme or reason to this. It's really the opinion of this Commission on how they want to select which seats (Districts) go forward and then at the end of their brief discussion and you can't come to a reasonable decision, you can draw names out of a hat. Before they move forward, they have to insert seats (Districts) into this Ordinance.

Mayor Penny stated he thinks, the Mayor, definitely should have the 4 year term so that only leaves two Commissioners.

Commissioner Byrnes stated seats 1 and 3; it's pretty easy.

Mayor Penny stated seats 1 and 3 used to run historically together.

Commissioner Byrnes stated, right.

Mayor Penny stated then seats 2 and 4.

Mr. Forte stated it's up to the Commission.

*Commissioner Byrnes made a motion to **APPROVE THE MAYOR, DISTRICTS 1 AND 3 FOR 4 YEAR TERMS IN THE 2020 ELECTION and APPROVING ORDINANCE 3010 FOR FIRST READING AND INSERTING THE DISTRICTS WITHIN THE ORDINANCE**, seconded by Commissioner Via.*

Mr. Forte stated Districts 1 and 3 will run with the Mayor for 4 year terms and then Districts 2 and 4 would be the 2 year term and then they would go to 4 year after. So once the Commission

does that and insert that information into the Ordinance and they will approve the Ordinance for first reading.

Commissioner Danio stated so everyone runs in two years.

Mr. Forte stated, yes.

Attorney Simpson stated they would be approving the Ordinance for first reading with seats 1 and 3 with the Mayor will run for 4 year terms in 2020 and then seats 2 and 4 will run for 2 year terms in 2020.

Mayor Penny opened public participation. No one spoke.

PASSED, 5-0.

Ordinance No. (ID # 2233)

SECOND READING - ORDINANCE 3010 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO FLORIDA STATUTE, SECTION 166.031, INCORPORATING INTO THE CITY OF HOLLY HILL CHARTER AMENDMENTS, A REFERENDUM WAS PASSED DURING THE MUNICIPAL GENERAL ELECTION HELD ON TUESDAY, AUGUST 28, 2018, REPEALING THE CIVIL SERVICE ACT AND APPROVING THE 4-YEAR STAGGERED TERMS FOR THE MAYOR AND CITY COMMISSIONERS; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 3010

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO FLORIDA STATUTE, SECTION 166.031, INCORPORATING INTO THE CITY OF HOLLY HILL CHARTER AMENDMENTS, A REFERENDUM WAS PASSED DURING THE MUNICIPAL GENERAL ELECTION HELD ON TUESDAY, AUGUST 28, 2018, REPEALING THE CIVIL SERVICE ACT AND APPROVING THE 4-YEAR STAGGERED TERMS FOR THE MAYOR AND CITY COMMISSIONERS; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on Tuesday, August 28, 2018, the Holly Hill electors approved two amendments to the City of Holly Hill Charter repealing the Civil Service Act and approving 4 year staggered terms; and

WHEREAS, pursuant to Florida Statute Section 166.031, upon adoption of amendment(s) to the municipal Charter by the majority of the electors, the governing body shall have the approved amendment(s) incorporated into the Charter and the revised Charter shall be filed with the Department of State by the City Clerk; and

WHEREAS, words which are underlined (underlined) are additions to the text and words with strike through (~~strike through~~) characters are deletions from the text.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION
OF THE CITY OF HOLLY HILL, FLORIDA:**

SECTION 1. The City Commission of the City of Holly Hill, hereby repeals the
Civil Service Act in its entirety.

SECTION 2. The City Commission of the City of Holly Hill, hereby amends
Section 9 of the City Charter to read as follows:

Sec. 9. - The City Commission - Creation; Term; Oath; Compensation.

There is created a City Commission composed of five qualified electors of the city, consisting of four Commissioners and one Mayor. Beginning with the election held in 2010, the Mayor and Commissioners shall serve two-year terms. During the General Election on Tuesday, August 28, 2018, a referendum was presented to the electors of the city and passed by the voters to approve 4 year staggered terms of office. To implement staggered terms, beginning with the 2020 election, the Mayor and City Commission Seats 1 and 3 shall be elected for a 4 year term and City Commission Seats 2 and 4 shall be elected for a 2 year term. At the 2022 election, City Commission Seats 1 and 3 shall be elected for a 4 year term. The office of Mayor is hereby limited to two consecutive terms beginning with the election held in 2010.

The present Mayor and City Commissioners shall hold office until their respective successors are duly elected and qualified and take office as herein provided.

All City Commissioners and officers of the city shall, before entering upon their duties, take and subscribe to an oath or affirmation, to be filed and kept in the office of the City Clerk, which oath shall be in the form prescribed for State Officers by the Constitution of Florida.

SECTION 3. The City Clerk shall file the revised Holly Hill Charter with the
Department of State.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 5. That all ordinances made in conflict with this Ordinance are hereby repealed.

SECTION 6. That this Ordinance shall become effective immediately upon its

adoption.

**APPROVED AND AUTHENTICATED on this 23rd day of OCTOBER, 2018
for second reading.**



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

8.2

MEETING DATE: October 23, 2018
FROM: Brian Walker
SUBJECT: Variance Request - Commercial Drive (602) Side and Rear Setback
NUMBER: (ID # 2234)
APPLICANT: Larry Taylor Revoc Trust
PLANNER: Brian Walker

INTRODUCTION:

602 Commercial Drive - Request for a side yard (west) setback variance from fifteen-feet (15) feet to five (5) feet and a rear yard setback variance from fifteen-feet (15) feet to two (2) feet for a building addition approximately 1,750 square feet in size in the I-2 (Heavy Industrial District) for property located on the northwest corner of 6th Street and Commercial Drive and more particularly known as 602 Commercial Drive; V-2018-04 (Larry Taylor Revoc Trust, Applicants) District 2 - Commissioner Currie (Brian Walker, City Planner)

BACKGROUND

- The property is approximately 17,758 square feet in size and zoned I-2 (Heavy Industrial) with an Industrial Development future land use designation.
- Property Appraiser records indicate a structure was built on the property in 1974 and currently contains a 5,000 square foot building.
- The existing building is currently vacant.
- The property is in a SFHA with an AE designation and is almost completely covered with an impervious surface.

DISCUSSION:

The applicant purchased the property in 2014, and proposes to use the building as a showroom and sales area for classic cars. A 50 x 35 (1,750 sq. ft.) building addition on the west is proposed for use as an area to store motor-coaches. The existing building encroaches 10 feet into the required 15 foot rear setback. However, it was built in 1974, which predates our Land Development Regulations. In order for the proposed addition to be aligned with the current building in a way that will allow room for the movement and storage of motor-coaches, it is requested that the addition be allowed to encroach into the rear and side setbacks.

The property is in an area zoned heavy industrial and granting of the applicant's variance request on this particular parcel would not be out of character with the immediate surroundings.

The applicant's proposed addition would be completely constructed over existing impervious

surface, therefore no new impervious surface would be created by granting the applicant's request.

VARIANCE: The request is for two variances from the Land Development Regulations of Holly Hill, Sec. 114-765. (1) a side yard (west) setback variance from fifteen-feet (15) feet to five (5) feet and (2) a rear yard setback variance from fifteen-feet (15) feet to two (2) feet.

VARIANCE CRITERIA - Sec. 82-317

CRITERIA No. 1:

That special conditions and circumstances exist which are peculiar to the land, structure or building involved, as distinguished from the applicant himself, and which are not applicable to other lands, structures or buildings in the same zoning district; and,

FINDINGS OF FACT No. 1:

The subject property has a special condition that would support the requested variances. The existing building is in a heavy industrial area and was built prior to the adoption of the City's Land Development Regulations. It encroaches 10 feet into the rear setback. In order for the proposed addition to align with and not block the current building's large bay opening and reasonably serve the proposed use, encroachment into the rear and side setbacks is requested.

Criteria met? Yes

CRITERIA No. 2:

That the special conditions and circumstances do not result from the actions of the applicant; and,

FINDINGS OF FACT No. 2:

The need for the requested variances are not the result of any action by the applicant. The existing building was built prior to the adoption of the City's Land Development Regulations and encroaches several feet into the rear setback.

Criteria met? Yes

CRITERIA No. 3:

That granting the variance requested will not confer on the applicant any special privilege that is denied by this subpart to other lands, buildings or structures in the same zoning district; and,

FINDINGS OF FACT No. 3:

Granting the variances requested would not confer on the applicant a special privilege that is denied by the provisions of this section to other lands or structures under similar conditions. Properties under similar circumstances can also apply for a variance.

Criteria met? Yes

CRITERIA No. 4:

That a literal interpretation of the provisions of this subpart would deprive the applicant of

rights commonly enjoyed by other properties in the same zoning district under the terms of this subpart, and would work an unnecessary and undue hardship on the applicant; and,

FINDINGS OF FACT No. 4:

The literal interpretation of the provisions would deprive the applicant the right to expand their building in a way that will reasonably serve the proposed use.

Criteria met: Yes

CRITERIA No. 5:

That the variance granted is the minimum variance necessary to make possible the reasonable use of the land, building or structure; and,

FINDINGS OF FACT No. 5:

The requested variances are the minimum necessary to make reasonable use of the proposed expansion. The length of the addition must be 50 feet in order to reasonably accommodate the 48 foot long motor-coaches. The width of 35 feet is the minimum needed to accommodate two motor-coaches.

Criteria met? Yes

CRITERIA No. 6:

That the grant of the variance will be in harmony with the general intent and purpose of this subpart and the city's comprehensive plan, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

FINDINGS OF FACT No. 6:

Granting the variances will be in harmony with Policy 1.1.2 and the general intent and purpose of the comprehensive plan.

Criteria met? Yes

FINDINGS OF FACT: Staff finds that the applicant has met all of the criteria as stated above to grant the two requested variances.

BOARD OF PLANNING AND APPEALS RECOMMENDATION:

On October 1, 2018, the Board of Planning and Appeals voted unanimously to recommend approval of the two variances as requested.

ADDITIONAL INFORMATION:

Sec. 82-320. - Expiration.

A variance shall begin to serve the purpose for which it was granted within 18 months following the granting action by the city commission and shall otherwise become void. However, a shorter period of time may be stipulated by the city commission in an individual case as a condition imposed pursuant to Section 82-316.

ATTACHMENTS:

- Maps & street views
- Aerial
- Applicant's justification statement
- Survey
- Applicant's sketch of proposed construction

- Applicant Justification Statement (PDF)
- Map Area & Aerial (PDF)
- Survey (PDF)
- Zoning Map (PDF)
- 602 Commercial Sketch (PDF)
- Survey1 (PDF)
- October 1, 2018 BOPA Minutes (PDF)

V# _____

Respond completely and fully to all six criteria listed below to demonstrate that the request meets the standards of Land Development Regulations of Holly Hill Sec. 82-317 for the granting of a variance:

1. Describe the special conditions and circumstances that exist which are peculiar to the land, structure, or building involved, and which are not applicable to other lands, structures, or buildings in the same zoning district.

Currently, this building is in compliance with most setbacks while none of the surrounding buildings are in compliance.

2. Describe how special conditions and circumstances that currently exist are not the result of the actions of the applicant or petitioner.

Existing building was built prior to 1994 when zoning code was adopted and before it was purchased by current owner in 2014. Current rear setback is 5' and has been since the building was constructed in 1978.

3. Explain how the granting of the variance request would not confer on the applicant, or petitioner, any special privilege that is denied by Code to other lands, buildings, or structures in the same zoning district.

Many of the buildings currently in and around the I-2 zoning district already have setbacks less than what is prescribed in the current zoning code. Also, the current zoning code offers all property owners in the I-2 district the opportunity to apply for a variance in the same manner.

V# _____

4. Describe how the literal interpretation of the provisions of the zoning regulations would deprive the applicant, or petitioner, of rights commonly enjoyed by other properties in the same zoning district and would work an unnecessary and undue hardship on the applicant.

The majority of the surrounding industrial buildings have setbacks less than the prescribed 15 feet.

5. Describe how the requested variance is the minimum variance that will make possible the reasonable use of the land, building, or structure.

The maximum height garage door that can be installed in the existing metal building is limited to 12', but owner needs at least a 14' high door opening in order to store the motorcoaches he sells in the course of his regular business. The existing building also has only a 5' setback on the north lot line. In order to attach an addition that matches the current building, but is still suitable for this storage, the current setbacks on the north and west sides need to be less than the required minimum.

6. Describe how the granting of the variance will be in harmony with the general intent and purpose of this subpart and the city's comprehensive plan, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

Existing building is in I-2 heavy industrial district with no adjacent residential properties. Proposed addition does not defer from the current comprehensive plan nor would it require a change of zoning. All adjacent and nearby properties are commercial/industrial in nature and have the same general appearance with limited lot lines. Proposed location for addition is already a paved surface so there will be no net gain in surface water run off. Nor would addition hinder or in any way impede the flow of traffic along the cross streets of 6th and Commercial. Finally, I-2 intends to provide areas, "for relative large industrial operations" and increasing the overall enclosed square footage will better allow for future operations of sc

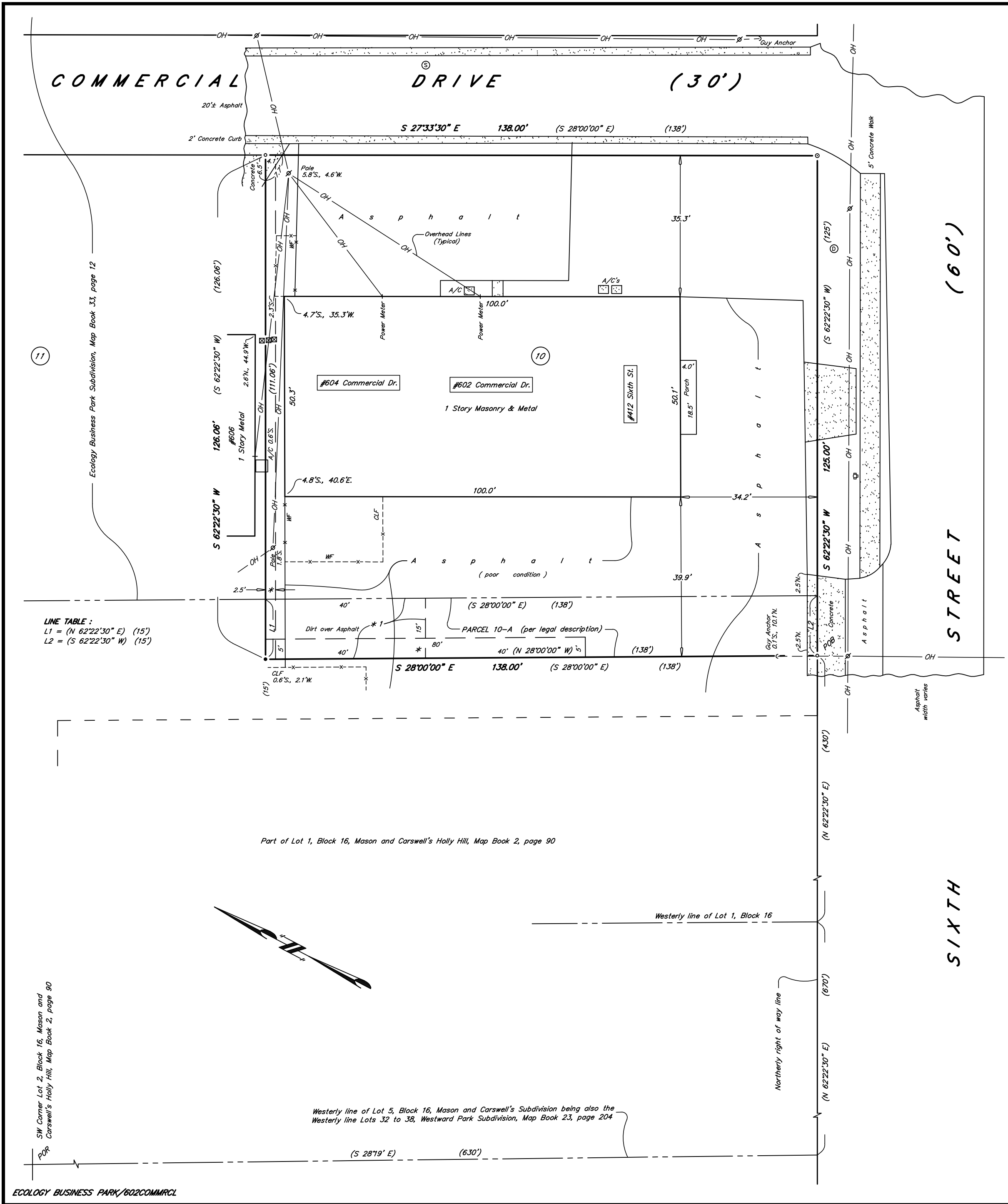
602 Commercial Drive

Property looking north. The highlighted area to the west (left) is where the new structure is proposed.



Aerial View





NOTES:

- o - Cross found
- o - 3/4" Iron Pipe found
- - 1" Iron Pipe found

* Sanitary Sewer Easement referenced in Quit Claim Deed, per ORB 1905, page 741.
* 1 Grant of Easement, per ORB 1905, page(s) 736.

POR - Point of Reference

POB - Point of Beginning

ORB - Official Records Book

Parcel Area = 17323± square feet (0.398± acres)

No overhead or underground features shown except as noted.

Record dimensions are shown in parenthesis, dimensions not within parenthesis are field measurements.

Bearings are assumed, based on the westerly line of Commercial Drive shown hereon, bearing S 27°33'30" E, and are based on the record plat, and are based on the legal description hereon.

This survey and plat not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

There may be additional restrictions and/or other matters not shown hereon that may be found in the public records of this county, Florida.

SCALE: 1" = 20'

CLF - Chain Link Fence

WF - Wood Fence

⊠ - Water Meter

⊗ - Wood Utility Pole

⊕ - Fire Hydrant

⊙ - Storm Manhole

⊙ - Sanitary Manhole

PLAT OF BOUNDARY SURVEY OF:

LOT 10, ECOLOGY PARK SUB., ACCORDING TO MAP THEREOF RECORDED IN MAP BOOK 33, PAGE 102, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA; ALSO 10-A BEING THAT PORTION OF LOT 1, BLOCK 16, MASON AND CARSWELL'S SUBDIVISION OF HOLLY HILL, AS RECORDED IN MAP BOOK 2, PAGE 90, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FROM A REFERENCE POINT, SAID POINT BEING THE SOUTHWEST CORNER OF LOT 2, BLOCK 16, SAID MASON AND CARSWELL'S SUBDIVISION, RUN THENCE S 28°19' E ALONG THE WESTERLY LINE OF LOT 5, BLOCK 16, SAID MASON AND CARSWELL'S SUBDIVISION (ALSO BEING THE WESTERLY LINE OF LOTS 32 TO 38, INCLUSIVE, WESTWARD PARK SUBDIVISION, AS RECORDED IN MAP BOOK 23, PAGE 204, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA), A DISTANCE OF 630 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF SIXTH STREET, (A 60 FOOT STREET AS NOW LAID OUT); THENCE N 62°22'30" E ALONG SAID NORTHERLY RIGHT OF WAY LINE OF SIXTH STREET, 670 FEET TO THE INTERSECTION OF SAID NORTHERLY LINE WITH THE WESTERLY LINE OF SAID LOT 1, BLOCK 16; THENCE CONTINUE N 62°22'30" E ALONG SAID NORTH LINE OF SIXTH STREET, 430 FEET TO THE POINT OF BEGINNING; THENCE N 28°00'00" W AND PARALLEL TO THE WESTERLY LINE OF LOT 10, ECOLOGY BUSINESS PARK SUB., AS RECORDED IN MAP BOOK 33, PAGE 102, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, 138 FEET TO A POINT, THENCE N 62°22'30" E AND PARALLEL TO SAID SIXTH STREET, 15 FEET TO THE NORTHWEST CORNER OF LOT 10, ECOLOGY BUSINESS PARK SUB., AFORESAID; THENCE S 28°00'00" E ALONG THE WESTERLY LINE OF SAID LOT 10, 138 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF SIXTH STREET, AFORESAID; THENCE S 62°22'30" W ALONG SAID NORTHERLY RIGHT OF WAY OF SIXTH STREET, 15 FEET TO THE POINT OF BEGINNING.

Description furnished by Rice & Rose, P.A.

The above described property is in zone "AE", per the Flood Insurance Rate Map, Community Number 125112, Map and Panel Number 12127C0356H, dated 19 February, 2014.

CERTIFICATE:

This is to certify that the plat delineated hereon is in compliance with the Minimum Technical Standards per Sections 5J-17.050 to 5J-17.052, Florida Administrative Code, pursuant to Section 472.027 of the Florida Statutes.

21 April, 2014
(field date)

John J. Matejka, III, P.S.M. #4002
Licensed Business #6883

Certified to Larry L. Taylor, Trustee of the Larry L. Taylor Revocable Trust; Cecile L. Rice; Rice & Rose, P.A. and Old Republic National Title Insurance Company.

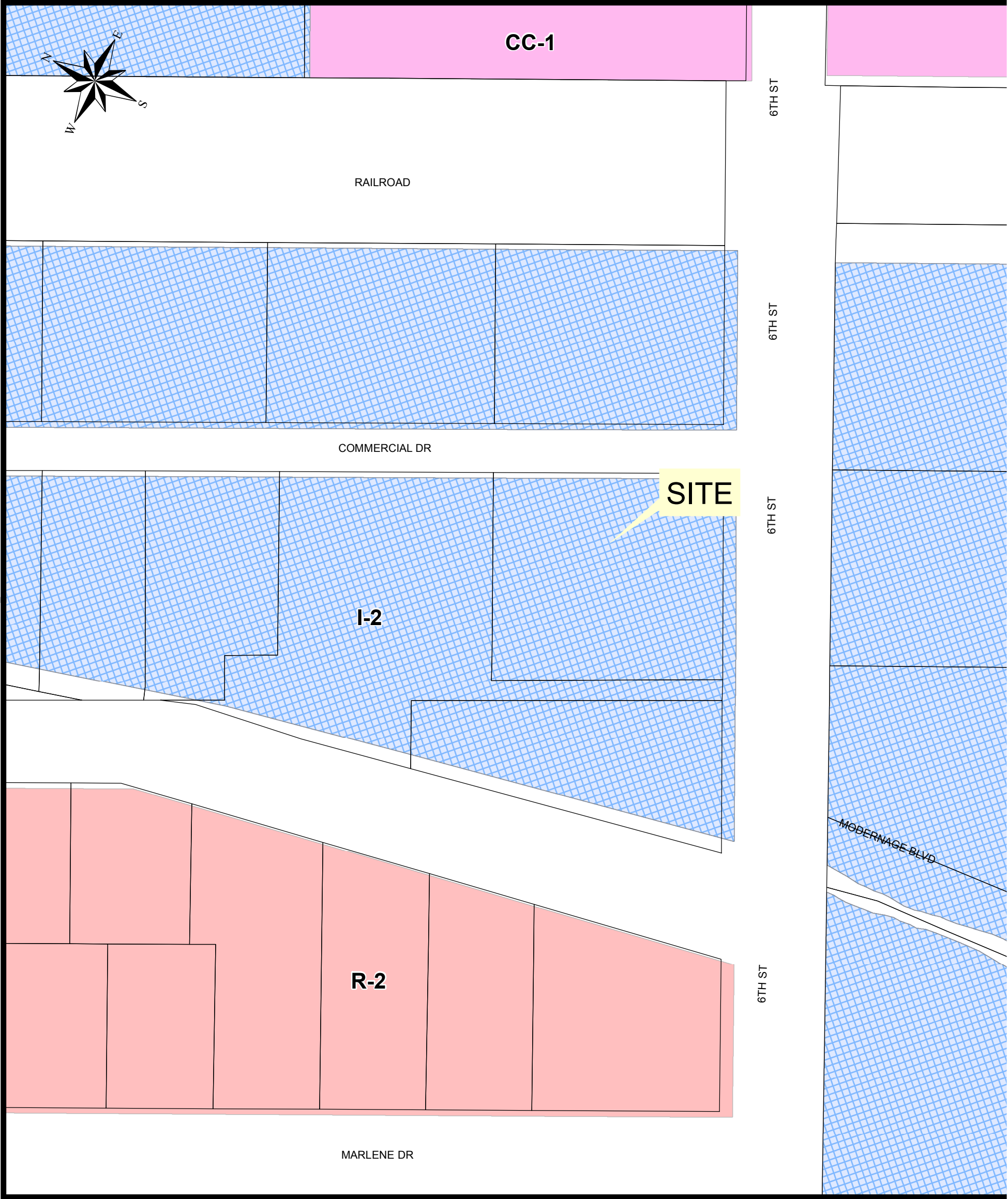
ECOLOGY BUSINESS PARK SUBDIVISION, LOT 10; MASON & CARSWELL'S H.H., BLOCK 16, LOT 1

FOR: LARRY L. TAYLOR, TRUSTEE OF THE
LARRY L. TAYLOR REVOCABLE TRUST
C/O: RICE & ROSE, P.A.
222 SEABREEZE BOULEVARD
DAYTONA BEACH, FLORIDA

BY: J. J. MATEJKA & ASSOCIATES, INC.
PROFESSIONAL SURVEYORS & MAPPERS
408 HARVEY AVENUE
DAYTONA BEACH, FLORIDA
JOB #14 17663 PLAT #14D7



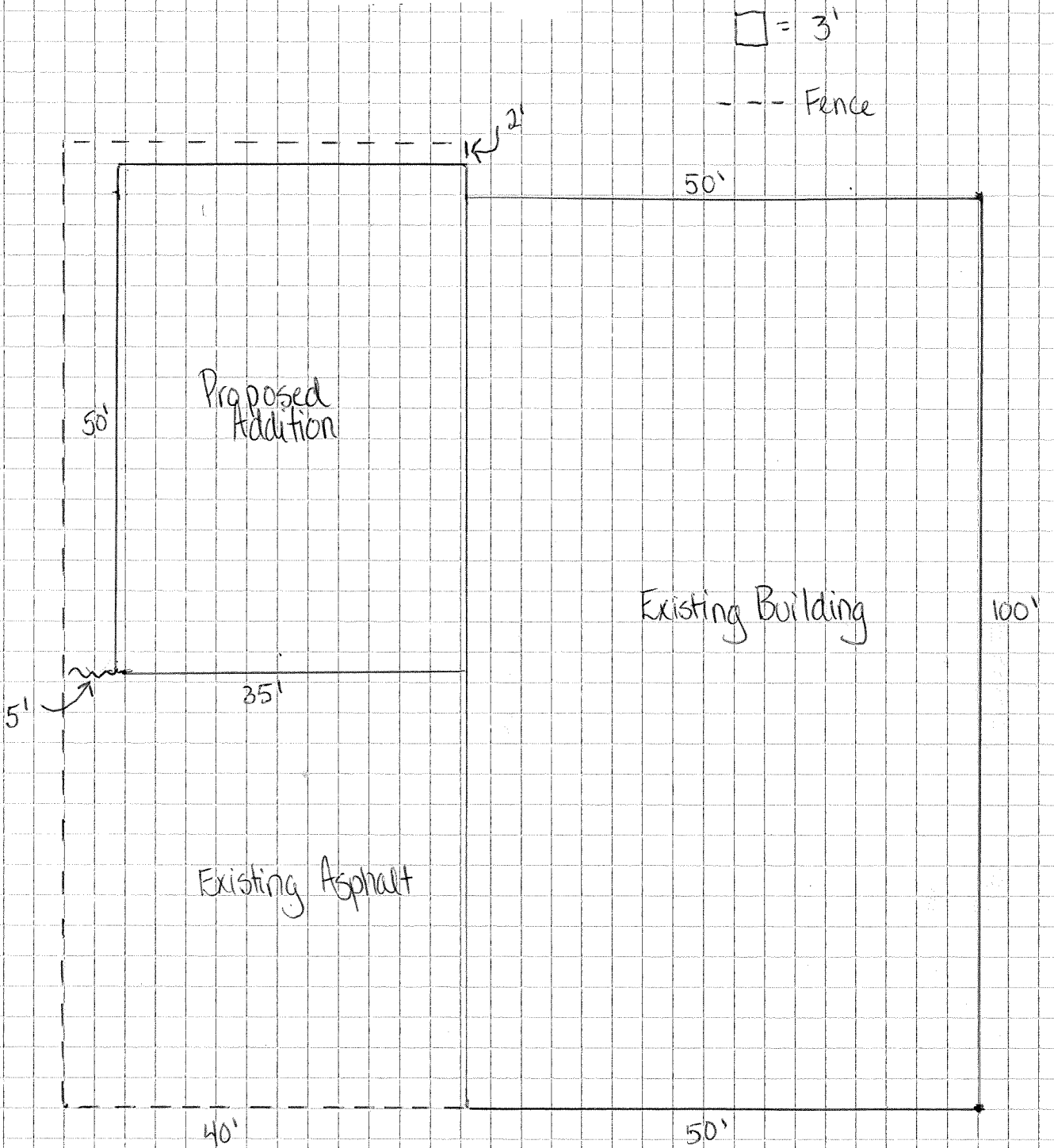
PLANNING AND ZONING DEPARTMENT

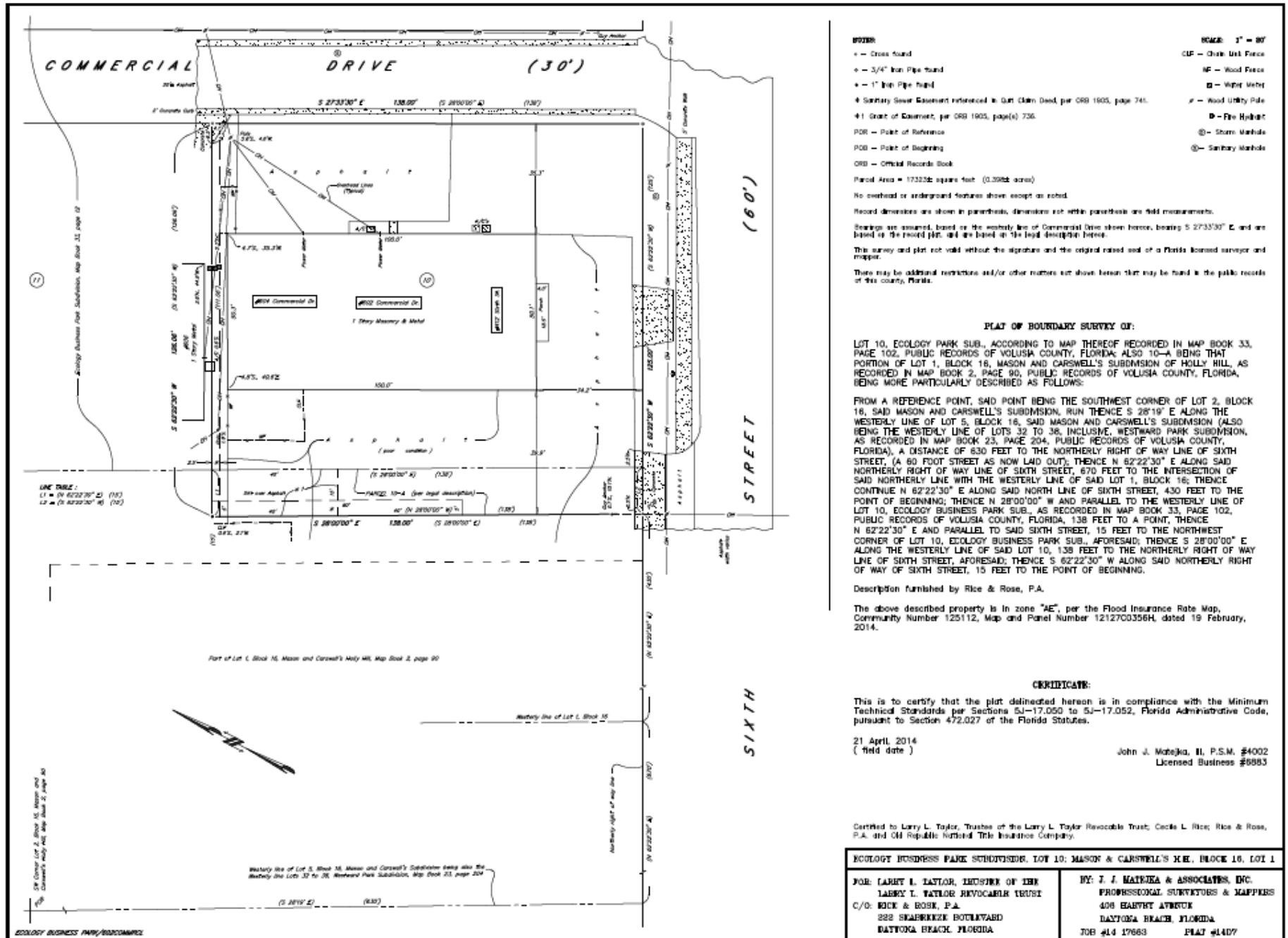


Attachment: Zoning Map (2234 : Variance Request - Commercial Drive (602) Side and Rear Setback)



Legend			
APUD: Agricultural Planned Unit Development	B-6: Ridgewood Avenue Commercial District	IPUD: Industrial Planned Unit Development	R-4A: Zero Lot Line Single Family Residential
B-1: Professional Office/Medical Office District	BPUD: Business Planned Unit Development	MPUD: Mixed Use Planned Unit Development	R-5: Two Family Residential
B-2: Planned Shopping Center District	C-F: Conservation-Flood Plain District	MUII: Mixed Use Development District	R-6: Low Density Multi-Family Residential
B-3: Neighborhood Commercial District	CC-1: Commercial Corridor District	R-1: Low Density Single Family Residential	R-7: Medium Density Multi-Family Residential
B-4: Highway Business District	I-1: Wholesale-Light Industrial District	R-2: Low-Medium Density Single Family Residential	R-8: Multi-Family Residential
B-5: General Commercial District	I-2 Heavy Industrial District	R-3: Medium Density Single Family Residential	R-9: Mobile Home Residential
			RPUD: Residential Planned Unit Development







CITY OF HOLLY HILL, FLORIDA

BOARD OF PLANNING AND APPEALS

MINUTES • OCTOBER 1, 2018

City Commission Chamber

BOPA Regular Meeting

6:30 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Mike Myer	Chairman	Present	
Jim Legary	Board Member	Present	
Robin D. Hanger	Board Member	Present	
Arthur Cappuccio	Board Member	Present	
Arthur W. Morris	Board Member	Present	

2. INVOCATION

Invocation given by Chairman Mike Myer.

3. PLEDGE OF ALLEGIANCE

Robin Hanger led us in the Pledge of Allegiance.

4. BOPA MINUTES APPROVAL

1.

Minutes - August 6, 2018

(Requested by Brian Walker, City Planner)

Art Cappuccio commented that the audio of the meeting was not on our Website at the time of this meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jim Legary, Board Member
SECONDER:	Arthur W. Morris, Board Member
AYES:	Myer, Legary, Hanger, Cappuccio, Morris

Enacted and approved this 1st day of October, 2018, in Holly Hill



5. AGENDA ITEM(S)

1.

Attachment: October 1, 2018 BOPA Minutes (2234 : Variance Request - Commercial Drive (602) Side and Rear Setback)

Commercial Dr. (602) Side and Rear Setback Variance Request

(Requested by Brian Walker, City Planner)

Brian Walker, City Planner summarized his staff report, stating that this is a variance request for a side yard setback from fifteen (15') feet to five (5') feet and a rear yard setback variance from fifteen (15') feet to two (2') feet for a building addition approximately 1,750 square feet in size. This property is located on the northwest corner of 6th Street and Commercial Drive and is zoned I-2 Heavy Industrial. Property Appraiser records indicate a structure was built on the property in 1974 and currently contains a 5,000 square foot building. The existing building is vacant. The applicant purchased the property in 2014, and proposes to use the building as a showroom and sales area for classic cars. A 1,750 square foot building addition on the west side is proposed for use as an area to store motor-coaches. The existing building encroaches 10 feet into the required 15 foot rear setback. The building was built in 1974, which predated our Land Development Regulations. In order for the proposed addition to be aligned with the current building in a way that will allow room for the movement and storage of motor-coaches, it is requested that the addition be allowed to encroach into the rear and side setbacks.

The property is in an area zoned heavy industrial and granting of the applicant's variance request on this parcel would not be out of character with the immediate surroundings. The applicant's proposed addition would be completely constructed over existing impervious surface, therefore no new impervious surface would be created by granting the applicant's request.

Staff finds that the applicant has met all of the criteria for granting the two requested variances.

Larry Taylor, applicant, 602 Commercial Drive, stepped to the podium to request the variances and answer any questions the Board may have.

Robin Hanger spoke in favor of the variance request.

Jim Legary also spoke in favor of the request. He further questioned why there are setbacks on commercially zoned property.

Mike Myer also expressed concerns that setbacks for heavy industrial zoned property seem a little stringent.

Arthur Morris asked about run off from this property. He was informed that the addition would be built on existing concrete and that the building addition will have a gutter system that would send the run off to the south, away from existing buildings.

Brian Walker, City Planner explained that it is a goal of the City to update our Land Development Regulations and one of the areas that will be looked at will be to reduce the setbacks in the industrial areas.

RESULT:	RECOMMEND APPROVAL TO CITY COMMISSION [UNANIMOUS]
MOVER:	Robin D. Hanger, Board Member
SECONDER:	Arthur Cappuccio, Board Member
AYES:	Myer, Legary, Hanger, Cappuccio, Morris

Enacted and approved this 1st day of October, 2018, in Holly Hill



6. OLD BUSINESS

None

7. BOARD/STAFF COMMUNICATIONS

Member Art Cappuccio informed the Board that he attended a Code Enforcement Meeting and it was very informative.

Brian Walker, City Planner, stating that as of today, there have been no requests for the November 2018 Meeting.

8. ADJOURNMENT

This meeting adjourned at 6:55 PM