



TOWN COMMISSION MEETING

TUESDAY, October 14th, 2025

9:00 A.M.



PUBLIC NOTICE/AGENDA
Tuesday October 14th, 2025 at 9:00 a.m.

Town Commission	Town Staff
John Deese, Mayor _____	Eric Marmer, Town Manager _____
Simone Bonutti, Vice Mayor _____	Jeff Rasor, Chief of Police _____
Elliot Bonner, Mayor Pro Tem _____	Erika Petersen, Town Clerk _____
Orla Imbesi, Commissioner _____	Keith W. Davis, Town Attorney _____
David Knobel, Commissioner _____	Brent Watson, Utilities Director _____
Dwight Kulwin, Commissioner _____	Jacek (Jack) Tomasik, Building Official _____
Cindy McMackin, Commissioner _____	

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. LPA – LOCAL PLANNING AGENCY

- a. Consideration of Ordinance #397 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

ADJOURNMENT

5. APPROVAL OF THE AGENDA: AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

***Quasi-Judicial Hearing**

- 6. RA.b.i. * VAR-25-7 – 1400 Lands End Road, Adam and Ana Bersin seek the Town Commission’s approval for variances from Sections 151.183(B)(3), (7), and (8) of the Town Code of Ordinances in order to permit the installation of a new L-shaped dock extension off of the existing five (5) foot wide marginal dock, along with a new boat lift containing waterward support pilings located on the new “L” shaped extension, where Town Code prohibits any dock other than a five (5) foot wide marginal dock at this property, requires all docks to project directly from the seawall or lot line, and further prohibits any boatlift other than a two post lift attached to the marginal dock or seawall (prohibiting the use of waterward support pilings) at this property.**

7. PUBLIC COMMENTS

(3 MINUTES PER SPEAKER)

8. CONSENT AGENDA:

- a. Minutes September 8th, 2025 Town Commission & 1st Budget Hearing and September 22nd, 2025 Town Commission and Final Budget Hearing**

- b. Police Department Report and Fire/Rescue Response Time Report for September

9. REGULAR AGENDA:

a. OLD BUSINESS:

- i. none

b. NEW BUSINESS:

- ii. Recommendation from Selection Committee regarding RFP No. 2025-004 for Residential Solid Waste & Recycling Collection Services

10. MAYOR'S COMMENTS, TOWN COMMISSION COMMENTS, TOWN MANAGER'S REPORT

11. PUBLIC HEARING:

- a. **PH 1 - Ordinance #397** - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(Second Reading)**
- b. **PH 2 - Ordinance #398** - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT TITLE XI: - BUSINESS REGULATIONS. TO CREATE A NEW CHAPTER 116. – REASONABLE ACCOMMODATIONS; TO CODIFY THE TOWN'S EXISTING PROCESS FOR PROCESSING REASONABLE ACCOMMODATION REQUESTS IN HOUSING, INCLUDING SUCH REQUESTS FROM CERTIFIED RECOVERY RESIDENCES AS REQUIRED BY FLORIDA STATUTE SECTION 397.487; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF TITLE XI. BUSINESS REGULATIONS SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

12. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Town Commission, Special Magistrate or any other Boards or Commissions of the Town with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to insure 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 meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting. IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. Please contact the Town Clerk at (561) 585-9477 - 600 South Ocean Blvd., Manalapan, FL 33462 - townhall@manalapan.org



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: LPA -a. Local Planning Agency

Agenda Item Name: **Ordinance #397 (Second Reading)**

ACTION REQUESTED: Discussion ☒ Action ☐

BACKGROUND:

Ordinance #397 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXTEND THE DURATION OF AN APPROVAL FROM 12 TO 24 MONTHS AND TO APPLY STOP WORK ORDER AUTHORITY FOR WORK DONE PRIOR TO REQUIRED APPROVAL PURSUANT TO THE TO THE NEWLY ADOPTED ADMINISTRATIVE APPROVAL PROCESS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

ATTACHMENT:

- Ordinance #397

ORDINANCE NO. 397

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Architectural Commission is charged with review of most development applications to assure compliance with the Town's architectural criteria which are codified in the Town's Code of Ordinances at Sec. 152.24; and

WHEREAS, currently this includes review of permits to install emergency use generators; and

WHEREAS, upon the recommendation of the Town's Building Official and Town Manager, the Town Commission desires to remove emergency use generators from Architectural Commission review and instead provide administrative review for these permit applications; and

WHEREAS, the Town Commission has determined that these proposed revisions to its building code are in the best interests of the citizens of the Town of Manalapan.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

Section 1. The foregoing recitals are hereby adopted as the legislative findings of the Town Commission and are hereby made a part of this ordinance as if they were fully stated in this section.

Section 2. The Code of Ordinances of the Town of Manalapan, Florida, is hereby amended at Chapter 152. Building Regulations, Section 152.21 Approval and duration of approval, architectural review prerequisite to permits, stop work orders; by adopting new regulations for emergency use generator permits by making the review and approval process exempt from Architectural Commission review and instead providing for administrative review for code compliance; providing that Sec. 152.21 shall hereafter read as follows:

§ - 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS.

modified

(A) General. Unless requests for building and landscaping plans, elevations and proposed signs for buildings or structures, or alterations thereof, including reroofing which involves a significant change in materials or appearance, have been approved by the Town Commission or the Architectural Commission as applicable, or by the Town Commission on appeal as specified below, no permit shall be issued for any such building, structure, sign, or other development of property, or appurtenances or alterations thereof. Additionally, the Town Commission or the Architectural Commission as applicable, shall have jurisdiction over any and all permits and plans referred to the respective Commission's review under Chapter 157 of this Code. All such permits or plans reviewed pursuant to Chapter 157 which do not include an entire landscape plan as required for new construction or re-development shall only be required to meet the application requirements of that chapter and are specifically exempt from the application requirements of subsection 152.23(A). The Town Commission or the Architectural Commission as applicable, shall pay particular attention to the design features and landscape plans for all structures. The Town Commission or the Architectural Commission as applicable, shall review such applications for sufficient sight screening and shall consider the overall visual impact a proposed design may have on surrounding neighbors. In accordance with Section 151.666, the Town Commission or the Architectural Commission as applicable, shall also have site plan review and approval authority for all statues and/or sculptures that are proposed to be installed within the Town. Such site plan

review shall be governed by the applicable portions of Sections 151.561, 151.666, 151.667, 151.668 and 151.669.

(B) *Exceptions.*

(1) Building or structure signs within the Plaza Del Mar, meeting the criteria previously reviewed and approved by the Architectural Commission and kept on file with the Town Clerk, shall not be required to undergo any additional Commission review. Additionally, if, in the opinion of the Building Official, the approval of an application for a minor or insignificant permit does not defeat the purposes or objects of this subchapter, the Building Official may grant the permit without submitting the matter to the Town Commission or the Architectural Commission as applicable for approval, notwithstanding any other provisions of this section or this subchapter. The decision of the Building Official shall be subject to appeal made to the Town Commission in accordance with the provisions of Section 152.25 of this chapter.

(2) Docks are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for docks shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(3) Pedestrian passageways are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for pedestrian passageways shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(4) Demolition work is exempt from Architectural review by the Architectural Commission or Town Commission. Applications for demolition work shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(5) Emergency use generators are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for emergency use generators shall be reviewed by the Building Official for compliance with applicable

building codes and by the Town planner for compliance with Town land usage codes.

(C) *Duration.* The applicant's architectural approval shall expire in twenty four (24) months unless a building permit has been obtained. If the building permit expires or is voided, the architectural approval also expires or becomes void.

(D) *Stop-work order.* In the event work being performed precedes Architectural Commission approval being obtained or is not in accordance with the Architectural Commission approved plan, or precedes administrative approval as applicable pursuant to subsection (B)(5) above, the Building Official or his designated representative shall issue a stop-work order and all work shall cease. No person, firm or corporation shall undertake any work on such project as long as such stop-work order shall continue. Additional penalties for commencing work prior to applicable commission approval may be set by resolution of the Town Commission and amended from time to time as deemed necessary.

(E) *Jurisdiction of Town Commission; jurisdiction of Architectural Commission.* The Town Commission shall hear all applications for architectural review and approval for properties located in Zoning Districts R-C2, C-3, and all Town-owned property, including but not limited to Town Hall, Library, and Guard House. The Architectural Commission shall hear all other applications for architectural review and approval.

Section 3. Each and every other section and subsection of Chapter 152. Building Regulations. shall remain in full force and effect as previously adopted.

Section 4. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 5. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 6. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Manalapan.

Section 7. This ordinance will take effect immediately upon adoption.

FIRST READING this 22nd day of September 2025.

SECOND AND FINAL READING this 14TH day of October 2025.

TOWN OF MANALAPAN

Mayor John Deese

ATTEST:

(SEAL)

Erika Petersen, Town Clerk



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: RA - b.i - Variance VAR 25-7

Agenda Item Name: **Variance VAR 25-7 - 1400 Lands End Rd.**

ACTION REQUESTED: Discussion ☒ Approval ☐

BACKGROUND:

Variance-VAR 25-7. Adam and Ana Bersin seek the Town Commission's approval for variances from Sections 151.183(B)(3), (7), and (8) of the Town Code of Ordinances in order to permit the installation of a new L-shaped dock extension off of the existing five (5) foot wide marginal dock, along with a new boat lift containing waterward support pilings located on the new "L" shaped extension, where Town Code prohibits any dock other than a five (5) foot wide marginal dock at this property, requires all docks to project directly from the seawall or lot line, and further prohibits any boatlift other than a two post lift attached to the marginal dock or seawall (prohibiting the use of waterward support pilings) at this property.

ATTACHMENTS:

- Variance Application
- Development Drawings
- Support Letters from Neighbors
- Opposition Letters from Neighbors



TOWN OF MANALAPAN
600 South Ocean Boulevard, Manalapan, FL 33462
(561) 585-9477, Fax (561) 585-9498
townhall@manalapan.org www.manalapan.org

DEVELOPMENT APPLICATION

Submittal Date: _____

Property Control # _____

PROPERTY OWNER(S)	AUTHORIZED AGENT
Name: <u>ADAM ANA BERSIN</u>	Name: <u>Breezy Permits, LLC</u>
Address: <u>1400 LANDS END ROAD</u> <u>MANALAPAN, FL</u>	Address: <u>128 E. Central Blvd</u> <u>Lantana FL 33462</u>
Phone: <u>303-656-0487</u>	Phone: <u>561-581-0141</u>
E-mail: <u>adamsbersin@gmail.com</u>	E-mail: <u>info@breezypermits.com</u>

Dock Improvement
Engineer →

ARCHITECT/LANDSCAPE ARCHITECT	DEVELOPER/CONTRACTOR:
Name: <u>CORY NELSON, P.E.</u>	Name: _____
Company Name: <u>FLORIDA WATERWAY</u> <u>ENGINEERING</u>	Company Name: _____
Address: <u>12717 West Sunrise 2 Blvd, #522</u> <u>SUNRISE, FL 33323</u>	Address: <u>4</u>
Phone: <u>954-406-6042</u> Cell: _____	Phone: _____ Cell: _____
E-mail: <u>info@floridawaterwayeng.com</u>	E-mail: _____

Under Bidding
to be determined

APPLICANT'S CERTIFICATION

(I) Adam Bersin (owner), (architect) or (authorized agent) affirm and certify that I understand and will comply with all provisions and regulations of the Town of Manalapan, Florida. I certify that all drawings and specifications for buildings or structures either larger than 500 sq. ft. or costing more than \$3,000 must be drawn or verified by a state registered architect or engineer and his seal of office imprinted thereon. Additionally, I certify that the drawings and specifications show full compliance and do fully comply with the Zoning Code. I understand that if any drawings or specifications are not in full compliance, the application will be rejected. If approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be a part of the Town of Manalapan and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive Plan and Zoning Code. I further certify that all statements and diagrams submitted herewith are true and accurate to the best of my knowledge and belief. Further, I understand that this Application and attachments become part of the Official Records of the Town of Manalapan, Florida, and are not returnable.

Signature _____

Print Name Adam Samuel Bersin

as of 05/12

STATE OF FLORIDA, COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 25 day of July 20 2021

by Adam S. Bersin as Self for _____

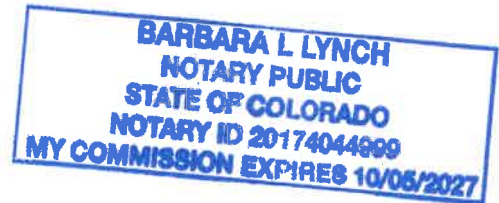
Personally known _____ or Produced Identification FL DL B625-017-58-189-0

Type of Identification FDL

Barbara Lynch
Notary Signature

Barbara Lynch
Print Notary Name

SEAL



CHECK BELOW WHERE APPLICABLE

ARCHITECTURAL REVIEW -- Level 1 \$100	PUD or AMENDMENT \$750	
ARCHITECTURAL REVIEW -- Level 2 \$250	SITE PLAN REVIEW \$750	
ARCHITECTURAL REVIEW -- Level 3 \$500	SPECIAL EXCEPTION USE \$750	
ARCHITECTURAL REVIEW -- Level 4- \$1,000	VARIANCE \$750	X
PAVER AGREEMENT \$500	ZONING TEXT/MAP OR COMP PLAN AMENDMENT \$1500	

The owner, architect or other authorized agents are urged to attend the meeting. Each applicant must familiarize himself with the Architectural Commission criteria and procedure. If all required information is not presented with this application, the project will not be placed on the agenda for review and consideration. PLEASE NOTE: Although an application meets minimum zoning requirements the Architectural Commission may approve, approve with conditions, or disapprove a request not found to meet Architectural Review criteria as found in Town Code, Section 152.23. All residents are notified of applicant's request by mail.

**All applications must be complete, signed,
notarized and submitted by the deadline date.**

Items To be Submitted:

1. This Application
2. Agent's Authorization Letter (where applicable)
3. Application Fee
4. Model (if applicable)
5. 11 set of plans; 2 signed and sealed
 - a. Plans are to be stapled and folded, not to exceed, fifteen (15) inches long and ten (10) inches wide with the narrative letter attached to the top of the plans.

MEMORANDUM

To: Manalapan Board of Commissioners

From: Adan & Ana Bersin

Re: Modified Dock Design

Date: October 7, 2025

In an effort to accommodate concerns regarding the visibility and effect of our proposed dock extension variance plan, we directed our engineer to redesign the dock to reflect the very minimum dimensions necessary for safe and reasonable boating activities at our property. This new layout effectively reduces water depth design criteria from achieving 3 feet MLW (a regular standard for Manalapan that one may seek in other districts), to 2.5 feet MLW, which would still significantly improve our situation.

The attached plan reflects these changes and results in the dock extension length being reduced by ten feet (from 35 feet to 25 feet), and the terminus length being reduced by five feet (from 35 feet to 30 feet). Please consider this modified Site Plan 2B in lieu of Site Plan 2A in the original submission. Per our engineer we are informed this is the very minimum necessary for safe and reasonable boating operations in our particularly shallow northwest corner of the lagoon.



To the Town of Manalapan Town Commission:

We respectfully submit this letter in support of our application for a variance to permit the installation of a new L-shaped dock extension and boat lift attached to the existing marginal dock at our property located at 1400 Lands End Road (the “Property”).

This application is prepared with assistance from Breezy Permits, LLC, who is coordinating all permitting efforts. The supporting materials include:

- Engineered site plans prepared by Florida Waterway Engineering.
- Certified bathymetric survey and surveyor’s certification prepared by Terraquatic, Inc.
- Letter from Florida Waterway Engineering confirming that the proposed dock and lift will not impede navigation or encroach on riparian rights.
- Benthic resource survey prepared by JJ Marine and Environmental, Inc., confirming no seagrass, fish, or other benthic resources within the project footprint.
- Photographic documentation of water depths at low tide.
- Letter of no objection from the owner of 100 Churchill Way, the property immediately north of the subject site.
- Professional opinion from Dock Masters Plus, a marine contractor with direct experience servicing the existing lift at the Property, confirming the presence of a hard rock and coral substrate that makes dredging infeasible.

Applications for environmental permits are also underway with the Florida Department of Environmental Protection (FDEP) and the U.S. Army Corps of Engineers (USACE), and those approvals will be submitted upon issuance.

Background and Scope

The Property is located within the R-1D Zoning District and is regulated by Town Code §151.183(B)(3), (7), and (8).

Under **§151.183(B)(3)**, properties south of Churchill Way and east of Lands End Road, including this Property, are limited to marginal docks projecting no more than five feet from the seawall. The Code provides exceptions for certain parcels, such as lots 25 through 105 south of Audubon Causeway and the north side of lot 120, which are permitted to construct conventional docks sufficient to reach the three-foot MLW contour. Because this Property is not included in those exceptions, any configuration beyond a five-foot marginal dock requires a variance.

§151.183(B)(7) allows “T” or “L” configurations only at the furthest waterward point of a dock. The maximum terminus width is fifty feet, or seventy-five feet for parcels with at least three

hundred feet of frontage, provided all structures are set back fifty feet from the extended side lot lines.

§151.183(B)(8) applies specifically to properties surrounding Manatee Cove, including this site. It requires that boat elevators and lifts be limited to the two-post variety, attached directly to the marginal dock or seawall, and prohibits the use of waterward pilings for support.

Although the five-foot marginal dock standard set forth in **§151.183(B)(3)** is workable for all other properties in the R-1D zoning district (other than 1400 Lands End Road), the shallow water conditions at this site make strict compliance unreasonable. A certified bathymetric survey confirms that along the entire 150-foot seawall, the bottom elevation is at or above the datum at Mean Low Water, leaving no navigable depth at the seawall itself. A depth of three feet is not achieved until approximately forty feet offshore. In effect, the Property's waterfront is dry land at low tide, which is materially different from other properties within Manatee Cove and prevents any vessel from safely using the existing marginal dock.

The seabed in this location also consists of hard bottom, which makes dredging infeasible as a solution. This conclusion is confirmed by Dock Masters Plus, who has maintained the lift at the Property for over five years and observed that the substrate is hard rock and coral beneath a thin silt layer, making dredging impractical. These natural conditions leave no feasible alternative but relief through a variance.

As part of the design process, the applicant also elected to increase the setback along the south property line from twenty-five feet to thirty-five feet following discussions with the owner of 1420 Lands End Road. This modification further demonstrates a good-faith effort to minimize potential impacts and preserve the neighboring view corridor.

The proposed dock extension and lift, which result in a J-shaped configuration when viewed from the Cove, are designed to address these conditions in the most limited and practical way. The configuration extends only as far as necessary to reach functional depth, remains within riparian rights boundaries, complies with all side-yard setbacks, and avoids any interference with navigation.

Justification for Variance

1. Special conditions and circumstances exist which are peculiar to the land or building involved and are not applicable to other lands or buildings in the same zoning district.

The Property is uniquely constrained by the exceptionally shallow water conditions along its 150-foot seawall. A certified bathymetric survey conducted by Terraquatic, Inc. confirms that:

“At most tidal stages, the area along the entire 150-foot seawall has zero water depth in multiple locations, with portions exhibiting positive land elevation

above the datum. A depth of three feet is not achieved until approximately 40 feet offshore.”

This means that at low tide the Property has no navigable water at its seawall, a condition not typical of the zoning district as a whole. By comparison, other properties within Manatee Cove benefit from significantly greater depths within the same setback distance. As Terraquatic further noted:

“1400 Lands End is one of the shallowest waterfront properties found within the Cove area, making it a unique property.”

This unusually shallow profile prevents the existing five-foot marginal dock from functioning as intended. At most tidal stages, a vessel moored along the seawall or existing dock would be resting on the bottom, rendering navigation unsafe or entirely impossible. These conditions are not typical of the zoning district as a whole and are directly tied to the Property’s location in the far northwest corner of the Cove.

The proposed L-shaped dock extension and repositioned lift are therefore necessitated by these special circumstances. The design is intended to reach the three-foot contour in order to provide safe and reasonable access to navigable waters, consistent with riparian rights afforded to other waterfront owners in the Town.

2. The special conditions and circumstances do not result from the actions of the applicant or his predecessor in interest.

The hardship faced by this Property arises solely from naturally occurring conditions within Manatee Cove. Terraquatic, Inc., in its surveyor’s certification, emphasized that comparative surveys from the same Cove consistently show greater depths along other waterfront parcels, while 1400 Lands End remains among the shallowest. As the surveyor concluded:

“1400 Lands End is one of the shallowest waterfront properties found within the Cove area, making it a unique property.”

This finding makes clear that the unusual bathymetry is not the result of dredging, filling, or shoreline modifications by the applicant or predecessors. Rather, it is a condition of the seabed’s natural topography at this location. Dock Masters Plus, with over five years of direct experience at the Property, corroborated this by confirming the seabed is hard rock and coral, making dredging ineffective. These naturally occurring conditions, not any actions of the applicant or predecessors, create the hardship and necessitate variance relief.

The proposed dock extension and lift therefore represent a practical response to these naturally imposed limitations. They are necessary to achieve functional access to navigable waters and do not stem from any self-created circumstances.

3. Granting the variance requested will not confer on the applicant any special privilege that is denied to other land or structures in the same zoning district.

The relief requested does not provide the applicant with an advantage over other properties within the R-1D District. Instead, it restores parity by allowing the Property to achieve the same safe, navigable access enjoyed by neighboring parcels.

Florida Waterway Engineering reviewed the proposed dock configuration and confirmed that:

“The location of the proposed lift and L-shaped dock extension is outside of any established line of travel for vessels entering, exiting, or moving within the Cove, and will not impede navigation or encroach on the riparian rights of adjacent properties.”

Other properties in Manalapan are permitted to extend docks outward until they reach three feet of water at Mean Low Water, provided they remain within setback limits and do not exceed the maximum allowable length. Because of the Property’s unusually shallow conditions, a literal interpretation of §151.183(B)(3) would deprive the applicant of the same functional access to navigable waters that other waterfront owners in the Town enjoy as of right.

The proposed variance therefore does not create a special privilege. It simply allows this Property, despite its unique bathymetry, to enjoy the same reasonable and customary use of its waterfront as neighboring parcels, as the lot’s entire 150-foot seawall has no seawater coverage at mean low tide, and there are no other similarly situated wet lots with sufficient water access for a dock in the zoning district that face such limitations.

4. The variance granted is the minimum variance that will make possible the reasonable use of the land or structure, or both.

The configuration proposed for this Property has been designed to achieve no more than the minimum extension necessary to provide safe access to navigable waters. The certified bathymetric survey by Terraquatic, Inc. confirms that a depth of three feet at Mean Low Water, which is the benchmark recognized by the Town Code for functional docking, is not reached until approximately forty feet offshore. The proposed dock extension has been aligned to extend only to the 2.5-foot Mean Low Water (MLW) contour, which is 0.5 feet less than the Town Code’s recognized three-foot MLW

benchmark for functional docking, in recognition of neighboring concerns regarding visibility and related effects.

The L-shaped terminus, which is specifically allowed under §151.183(B)(7), is located at the furthest waterward point of the dock. This placement minimizes encroachment within the Cove while ensuring that vessels can be lifted and launched in sufficient depth without grounding. The overall projection remains well within the allowable length for docks in this district, and the terminus is modest in scale and consistent with the limits established by §151.183(B)(7).

The site plan further demonstrates that the request is narrowly tailored. The structure remains fully within the Property's riparian rights boundaries and complies with all required side setbacks. This includes an eighty-foot clearance along the north boundary and a thirty-five-foot clearance along the south boundary. In addition, following a conversation with the owner of 1420 Lands End Road, the applicant elected to increase the setback along the south boundary from twenty-five feet to thirty-five feet. This adjustment provides additional protection for the southern neighbor's view outward into the Cove and demonstrates the applicant's restraint in design.

Because the seabed consists of hard bottom, dredging is not a viable option. Dock Masters Plus further confirmed this, noting that any attempt to dredge would not improve depth due to the hard rock and coral bottom. Accordingly, the proposed dock extension is the only practical and minimal means of achieving safe, navigable access, satisfying the Code's standard for variance relief.

For these reasons, the record confirms that the relief requested represents the absolute minimum variance required for the Property to obtain safe and reasonable use of its waterfront.

5. That the variance requested will be in harmony with the general intent and purpose of the Code and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

The requested variance is consistent with the intent and purpose of the Town's regulations and will not be injurious to the surrounding area or to the public welfare. The proposed dock extension and lift have been designed specifically to address the hardship created by the Property's unusually shallow location within Manatee Cove, while ensuring that navigation, environmental conditions, and neighboring riparian rights are fully protected.

The benthic resource survey conducted by JJ Marine and Environmental, Inc. confirmed that no seagrass, fish species, or other benthic resources are present within the project footprint. This demonstrates that the proposed improvements will not result in environmental impacts.

Florida Waterway Engineering also reviewed the project design and confirmed that:

“The location of the proposed lift and L-shaped dock extension is outside of any established line of travel for vessels entering, exiting, or moving within the Cove, and will not impede navigation or encroach on the riparian rights of adjacent properties.”

Additionally, the owner of 100 Churchill Way, directly north of the subject site, who also serves on the Town’s Architectural Committee, has provided a letter of no objection.

The applicant also engaged with the adjacent property owner to the south and, as part of that discussion, modified the design to increase the setback from twenty-five feet to thirty-five feet. This further confirms that the project has been thoughtfully planned to respect surrounding properties.

Finally, forthcoming approvals from the Florida Department of Environmental Protection (FDEP) and the U.S. Army Corps of Engineers (USACE) will provide additional confirmation that the project complies with all applicable state and federal environmental and public use standards.

For these reasons, the requested variance is fully consistent with the Town’s Code, preserves the general welfare of the public, and ensures that the Property’s waterfront may be used in harmony with surrounding parcels and the broader community.

This revised design reflects direct input from neighboring property owners and reduces the overall dock projection and visual profile in response to their feedback, further demonstrating the applicant’s commitment to maintaining harmony within the Cove and the surrounding community. We appreciate the Town’s consideration of this request and are happy to provide any additional information that may assist the review process. I am also available to discuss the project with staff or the Commission at any time during the review.

Respectfully,
Adam S. Bersin
1400 Lands End Road
Manalapan, FL 33462

Prepared with assistance from:
Breezy Permits, LLC | info@breezypermits.com | 561-581-0141

Dock Masters Plus

LIC# SCC131152985

561-436-8957

To Whom It May Concern

I am writing to confirm that our company has performed routine maintenance and repairs to the boat lift at 1400 Lands End Road over the past 5+ years. Based on the nature of our Repairs, I have become familiar with the ocean floor for approximately 20 feet from the marginal dock outward into the lagoon. The substrate in that area is hard surface with immediate contact below to rock/coral bed. There is only a very thin layer of silt (under 1") to rock/coral bed. It is my professional opinion, therefore, that it is not feasible to dredge the area along the marginal Dock wall to improve the water depth in any material respect, and to attempt to so dredge so would result in little if any change in water depth.

Sincerely,

A handwritten signature in black ink, appearing to read 'Taylor McInnis', with a stylized flourish at the end.

Taylor McInnis
Dock Masters Plus



August 20, 2025

Project No. 250609

Attn: Town of Manalapan Building & Zoning Department

Re: Town of Manalapan Variance Application
Project Address: 1400 Lands End Road, Manalapan, FL
Project Structure: Proposed L-shape Dock w/ Attached Elevator Boat Lift

On behalf of Adam Bersin, we submit this letter to confirm that the proposed dock and elevator lift at 1400 Land's End will not impede navigation within Manatee Cove.

The proposed dock extends thirty-five feet beyond an existing five-foot-wide marginal dock and supports a proposed elevator lift which extends another ten feet waterward, for a total projection of fifty feet from the existing seawall. All dock components, including the lifted vessel, will be positioned at least twenty-five feet inside the riparian-rights boundaries, ensuring appropriate side-yard clearance, unobstructed water access, and no encroachment or impediment on the riparian rights of neighboring properties.

The property is in the northwest corner of Manatee Cove, a protected basin inside Lake Worth approximately one thousand feet long and four hundred fifty feet wide. The entrance channel to Manatee Cove is in the northeast corner of the basin, approximately four hundred feet east of the proposed dock and lift. Because the dock and lift are positioned in the northwest corner, they are well outside the established line of travel for vessels entering, exiting, or moving within the cove.

For these reasons, the proposed dock and elevator lift will not impede navigation to adjacent parcels or restrict general access within Manatee Cove. Should you require further information, please feel free to contact me.

Respectfully Submitted,

Cory Nelson, PE (FL Registration No. 88649)
Florida Waterway Engineering, LLC

August 11, 2028

Field Survey Date: May 30, 2025
TSM Job# 25-1141

SURVEYOR'S CERTIFICATION

I hereby certify that the bathymetric survey of the property located at **1400 Lands End Road, Manalapan, Florida**, was performed in accordance with the Town of Manalapan's permitting specifications and meets or exceeds the applicable accuracy standards of the State of Florida for hydrographic surveying.

The survey data was collected using single beam sonar integrated with RTK GPS positioning to ensure precise horizontal and vertical control. Bathymetric soundings were acquired along transects spaced at 25 feet, oriented perpendicular to the shoreline, with more than the minimum three transects obtained to provide a detailed representation of the bottom conditions. Manual poling was utilized to obtain depth measurements in areas inaccessible by the survey vessel, ensuring complete coverage of the survey limits.

Survey data collected at 1400 Lands End Road indicate that, at most tidal stages, the area along the entire 150-foot seawall has zero water depth in multiple locations, with portions exhibiting positive land elevation above the datum. Comparative bathymetric records from prior surveys conducted within the same cove show greater water depths along the waterfronts of other surveyed properties. 1400 Lands End is one of the shallowest waterfront properties found within the cove area making it a unique property. Given these depth conditions, vessel mooring at the existing seawall/dock would result in contact with the bottom at most tidal stages. To achieve sufficient navigable depth for vessel mooring, a dock extending offshore from the current shoreline would be required.

The riparian boundary lines if established utilizing the bisected angle method in accordance with standard waterfront boundary determination practices. The orientation and placement of these riparian lines do not impede, diminish, or otherwise infringe upon the riparian rights of adjacent property owners.

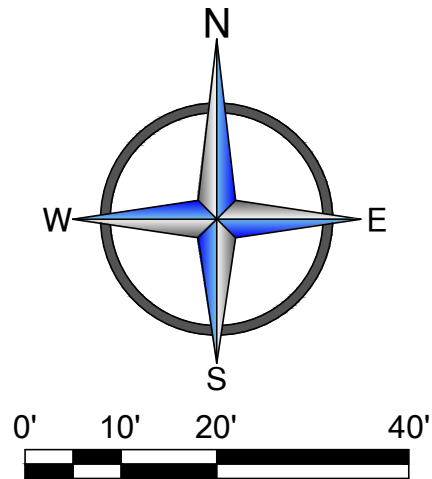
This certification is based on conditions existing as of the date of the survey and is intended solely for permitting and related regulatory review.

Terraquatic, Inc. LB 7324
Joshua Lee, PSM LS7322

PROJECT LOCATION



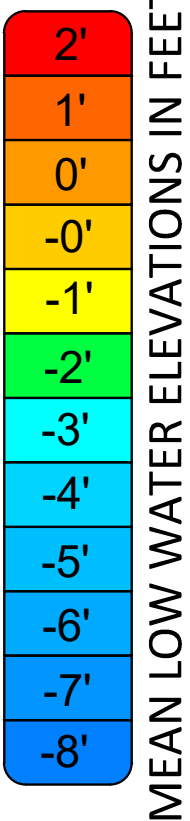
BATHYMETRIC SURVEY



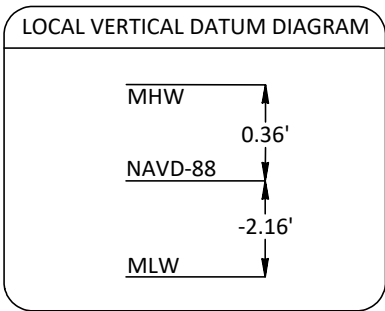
HORIZONTAL SCALE: 1" = 20'

SURVEY NOTES:

1. THIS IS A BATHYMETRIC SURVEY AS DEFINED IN THE STANDARDS OF PRACTICE FOR SURVEYING AND MAPPING IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE.
2. THIS SURVEY WAS CONDUCTED ON MAY 30, 2025
3. REFER TO SURVEY NO. 25-1141
4. THIS SURVEY IS CERTIFIED TO ADAM BERSIN & BREEZY PERMITS
5. THIS SURVEY IS INTENDED EXCLUSIVELY FOR THE USE BY THOSE TO WHOM IT IS CERTIFIED. IT IS NOT TO BE USED BY OTHERS FOR CONSTRUCTION, PERMITTING, DESIGN OR ANY OTHER USE WITHOUT THE WRITTEN CONSENT OF TERRAQUATIC, INC.
6. THIS SURVEY, AND ANY REPRODUCTION THEREOF, IS NOT VALID WITHOUT AN ORIGINAL OR VERIFIED DIGITAL SIGNATURE AND SEAL OF A FLORIDA REGISTERED SURVEYOR. ADDITIONALLY, THIS SURVEY IS NOT VALID IF PRINTED BEARING A DIGITAL SIGNATURE AND SEAL.
7. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE OF 1" = 20' FEET OR SMALLER.
8. UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THIS SURVEY.
9. GEOGRAPHIC AND PLANE COORDINATES SHOWN HEREON ARE RELATIVE TO THE NORTH AMERICA DATUM OF 1983, 1990 ADJUSTMENT (NAD 83/90), FLORIDA STATE PLANE, EAST ZONE (0901), TRANSVERSE MERCATOR PROJECTION IN THE U.S. SURVEY FOOT UNIT OF MEASUREMENT.
10. LOCATIONS OF ALL IMPROVEMENTS WERE OBTAINED USING REAL TIME KINEMATIC GPS METHODOLOGIES WITH BROADCAST CORRECTIONS FROM A CONVENTIONAL GPS BASE STATION AND ARE ACCURATE TO THIRD ORDER, CLASS II.
11. THE SPECIFIC PURPOSE OF THIS SURVEY IS TO SHOW THE EXISTING SEAFLOOR CONDITIONS ADJACENT TO AND SURROUNDING THE SUBJECT PROPERTY FOR THE INTENTIONS OF PERMITTING.
12. HYDROGRAPHIC (BATHYMETRIC) DATA WERE COLLECTED UTILIZING AN ODOM CV100 SURVEY GRADE SOUNDER WITH A 200KHZ TRANSDUCER IN CONJUNCTION WITH REAL TIME KINEMATIC GPS METHODOLOGIES WITH BROADCAST CORRECTIONS FROM A CONVENTIONAL GPS BASE AND ARE ACCURATE TO THIRD ORDER, CLASS II.
13. HYDROGRAPHIC DATA ARE IN FEET RELATIVE TO MLW AND REFERENCED TO FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TIDE INTERPOLATION POINT 51 (PALM BEACH COUNTY).
14. CONTOURS SHOWN HEREON WERE COMPUTER GENERATED AND INTERPOLATED FROM SURVEY DATA COLLECTED ALONG TWENTY FOOT (20') SPACED TRAJECTS AND CAN ONLY BE CONSIDERED AS INDICATING THE GENERAL SEAFLOOR CONDITIONS EXISTING AT THE TIME OF THE SURVEY.



HYDROGRAPHIC DATA ARE RELATIVE TO MLW AND REFERENCED TO FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TIDE INTERPOLATION POINT NUMBER 52. CONTOURS ARE AT 1' INTERVALS.

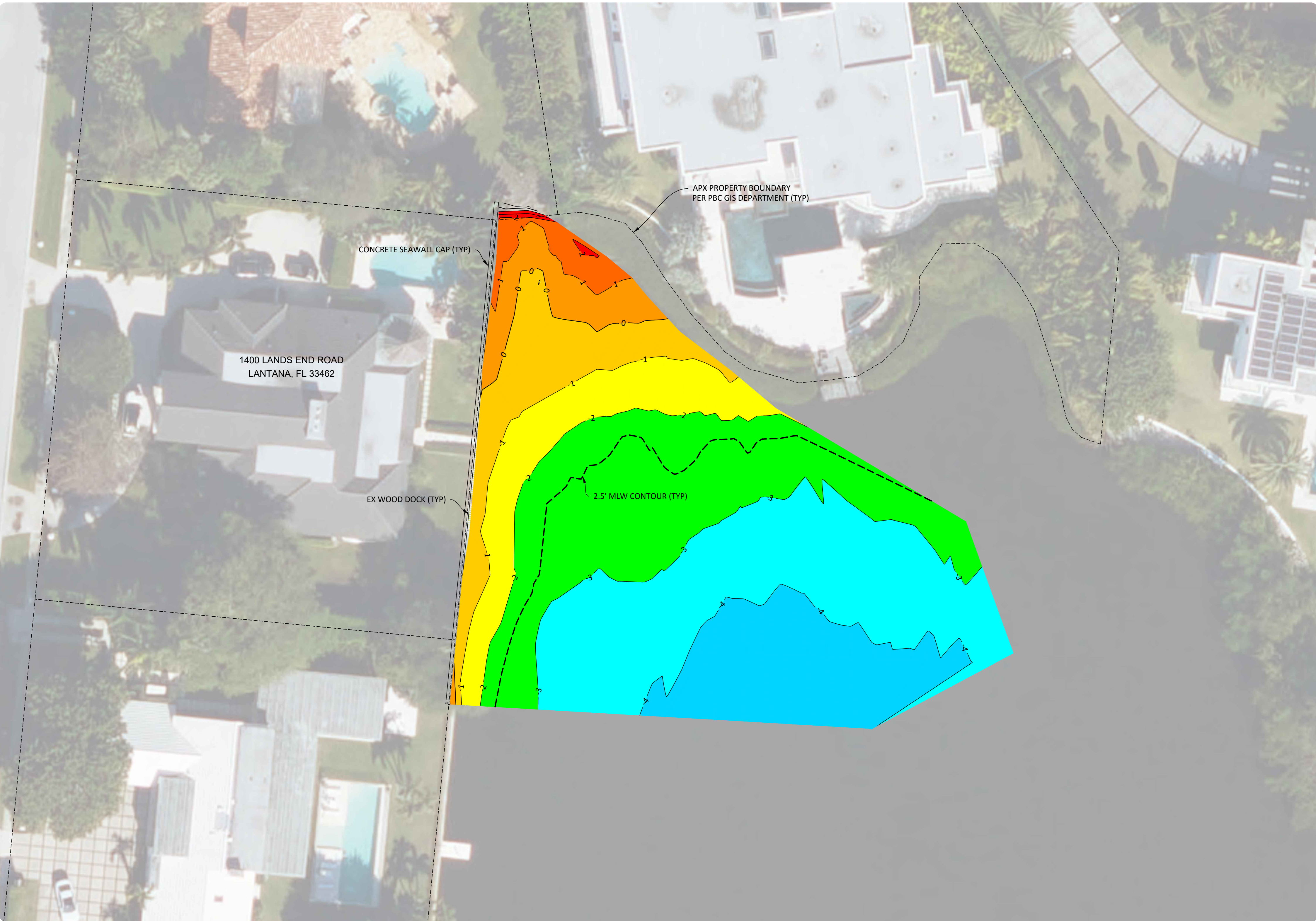


LEGEND:

- APX APPROXIMATE
LB CENTERLINE
PSM LICENSED BUSINESS
ICW PROFESSIONAL SURVEYOR AND MAPPER
MLW INTRACOASTAL WATERWAY
MLW MEAN LOW WATER
MLW MEAN LOWER LOW WATER
NAVD-88 NORTH AMERICAN VERTICAL DATUM OF 1988
MHW MEAN HIGH WATER
TYP TYPICAL
N/D NAIL AND DISK
FND FOUND
ELEV ELEVATION

CERTIFICATION:

I HEREBY CERTIFY THAT THE ATTACHED BATHYMETRIC SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS SURVEYED UNDER MY DIRECTION ON MAY 30, 2025. I FURTHER CERTIFY THAT THIS SPECIFIC PURPOSE SURVEY MEETS THE STANDARDS OF PRACTICE AS SET FORTH IN CHAPTER 5J-17 ADOPTED BY THE FLORIDA BOARD OF SURVEYORS AND MAPPERS PURSUANT TO FLORIDA STATUTE 472.027.



4608 PRUDEN BLVD
LAKE WORTH FL, 33463

NOTICE: UNDERGROUND AND
SUBAQUEOUS IMPROVEMENTS
WERE NOT LOCATED AS PART
OF THIS SURVEY



Know what's below.
Call before you dig.



TERRAQUATIC, INC. | PHONE: (561) 806-6085
1220 TANGELO TERR, UNIT A12, DELRAY BEACH, FLORIDA 33444

CERTIFICATION:

JOSHUA LEE, PSM
FLORIDA REGISTRATION LS7322 - CERTIFICATE OF AUTHORIZATION NO. 7324

BATHYMETRIC SURVEY
1400 LANDS END ROAD
MEAN LOW WATER - CONTOUR CHART
LANTANA - PALM BEACH COUNTY, FLORIDA

JOB No.: 25-1141	DRAWN BY: CE	CHECKED BY: AS
DRAWING: 1400 LANDS END.dwg	DATE: 6/3/25	
REV	DESCRIPTION	DATE
1	ADD 2.5' CONTOUR LINE	6/2/25
	ADD PBC GIS BOUNDARY DATA	6/2/25

SHEET

1
of 1



Benthic Survey Report
Project Title: 1400 Lands End Rd
Date: July 25th, 2025

Prepared For:
Adam Bersin
1400 Lands End Rd
Manalapan, FL 33462

Prepared By:
Jena Robbins, M.S.
JJ Marine and Environmental, Inc.



Introduction

The project site consists of a single-family residence located at 1400 Lands End Rd, Manalapan in Palm Beach County, FL (Figure 1). A benthic survey was conducted as a required aspect of the permit process associated with construction within or over surface waters. The project site consists of an existing concrete seawall and wood dock. The proposed project includes the installation of a new wood "L"-shaped dock extension and a boatlift. The purpose of this report is to identify and locate any seagrass species or any other benthic resources within the project footprint that may potentially be impacted by the proposed activities.

Methods

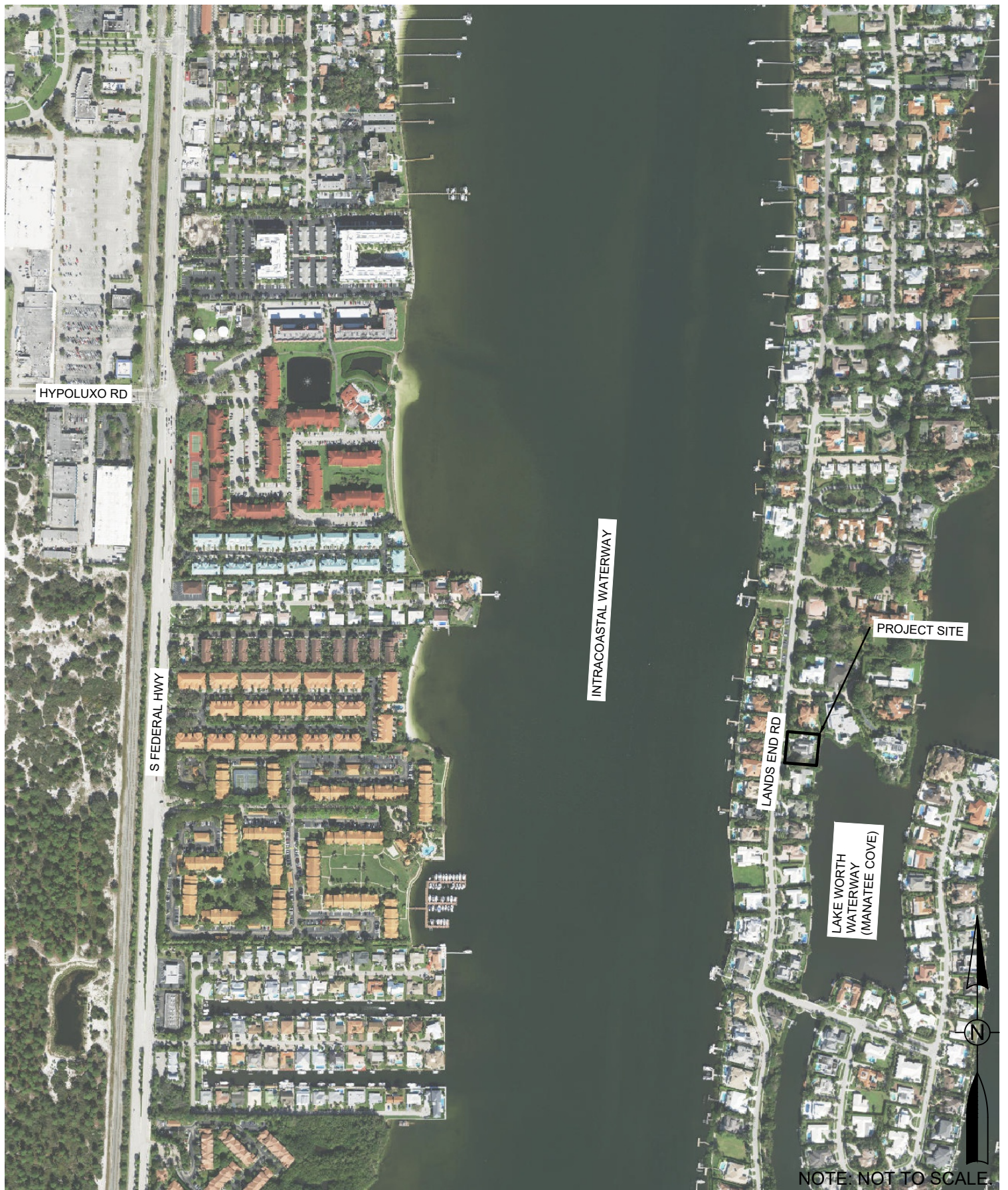
The field work for the benthic resource survey was conducted on July 25th, 2025, at 11:00am by a qualified biologist from JJ Marine and Environmental, Inc. with experience conducting benthic and resource assessments. A thorough visual assessment was conducted in which the presence/absence and percent coverage of any seagrass species and/or other submerged benthic resources were determined. All biota observed was also recorded. The survey area was approximately 150' by 70' (Figure 2). Transects were conducted along the entire shoreline, approximately every 5' waterward.

Findings

The benthic substrate consisted of silt and crushed shell (Appendix A). Depths ranged from approximately 3.5' at the seawall to 6' at the final transect at 70' waterward of the seawall. High tide was at approximately 10:46am and low tide at 5:39pm as reported at the Boynton Inlet. No species of seagrass or other benthic resources were observed. In addition, no fish species were observed.

Conclusion

Since seagrass is a protected natural resource, any potential impacts must be eliminated or minimized to the greatest extent possible. As resources were not observed within the survey area, no modifications to the project are anticipated. Permit issuance may require a similar assessment by the Florida Department of Environmental Protection, and the United States Army Corps of Engineers. This report was prepared at the applicant's request as part of the environmental permitting process for the proposed project. All findings are based on site conditions observed at the time of the survey. However, environmental factors may cause changes over time, including variations in the presence, absence, or extent of seagrass and other benthic resources.



PROJECT:

1400 LANDS END RD

CLIENT:

ADAM BERSIN

SHEET TITLE/NUMBER:

FIGURE 1 - LOCATION MAP
1 OF 1

DATE: 7/25/2025



PROJECT:
 1400 LANDS END RD

CLIENT:
 ADAM BERSIN

SHEET TITLE/NUMBER:
 FIGURE 2 - SURVEY AREA
 1 OF 1
 DATE: 7/25/2025

Appendix A - Site Pictures



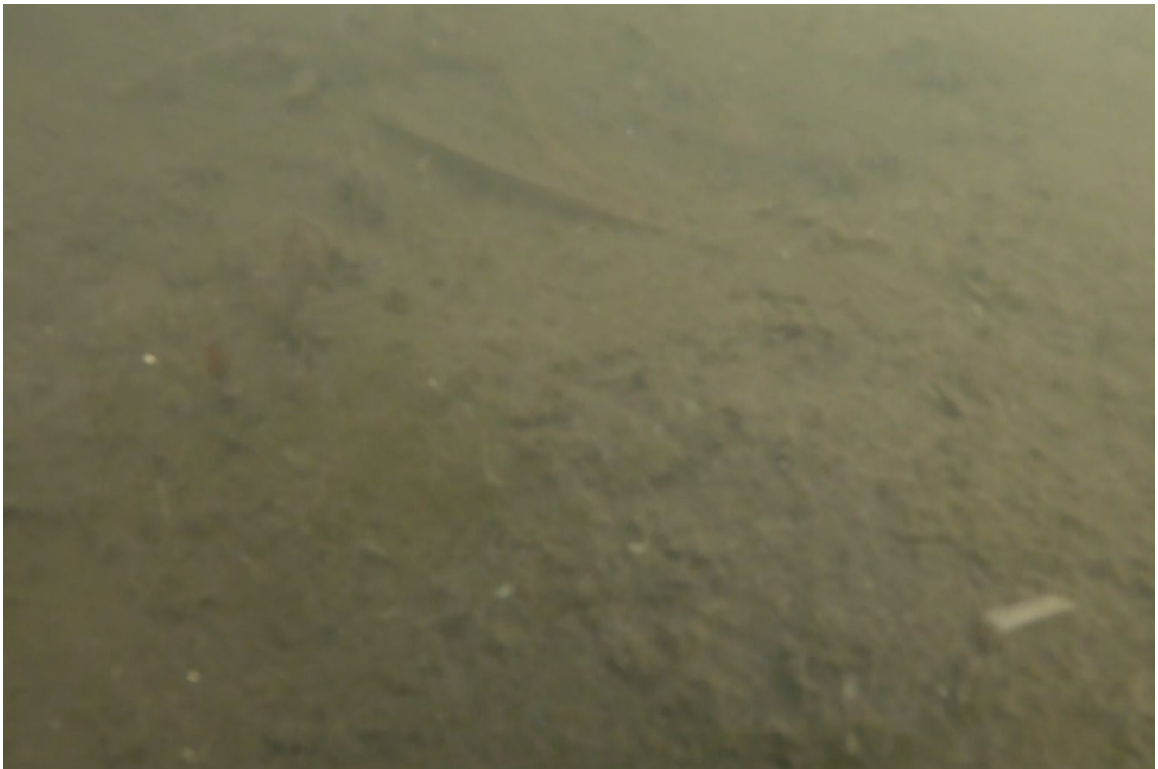
1. Central portion of the survey area, facing south.



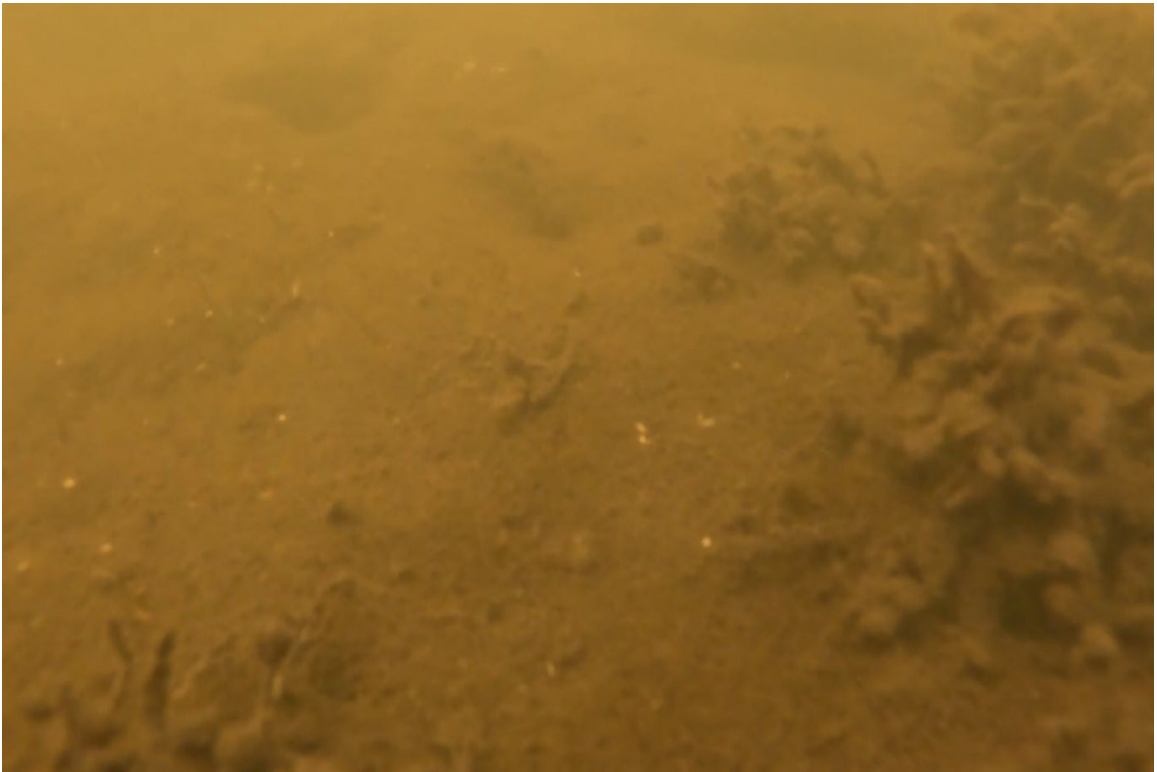
2. South portion of the survey area, facing north.



3. South portion of the survey area, 5' waterward of the seawall.



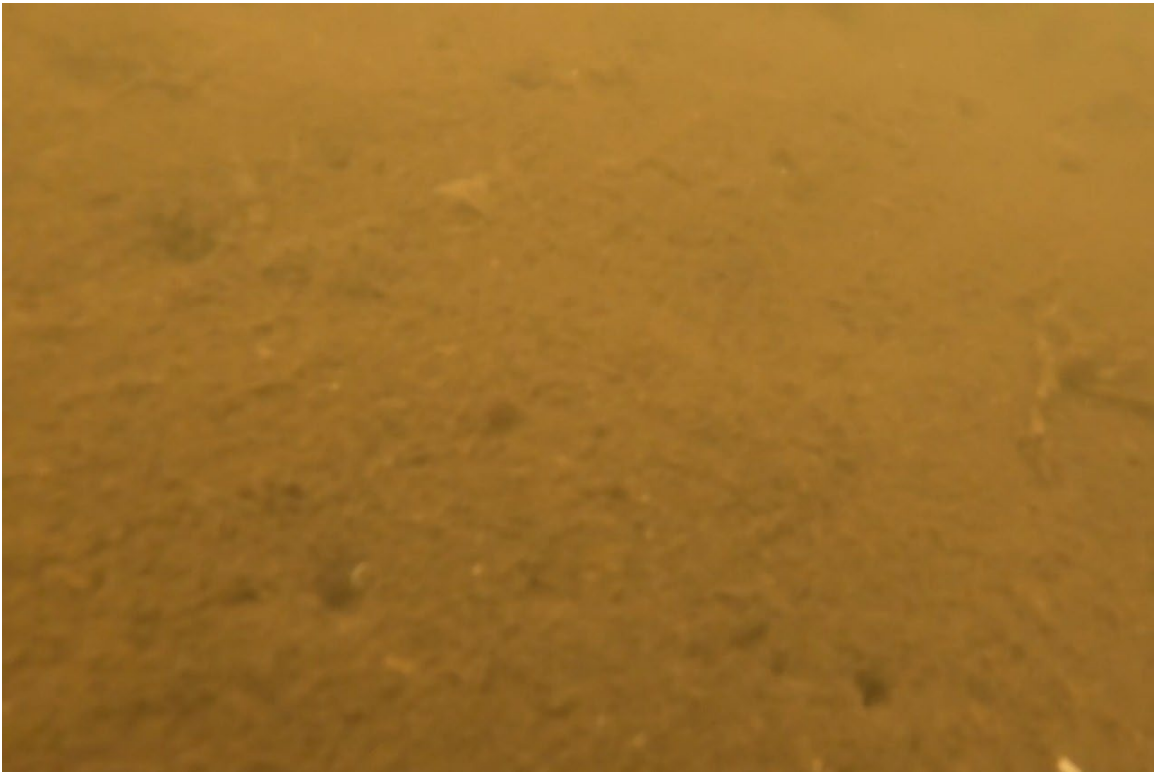
4. North portion of the survey area, 10' waterward of the seawall.



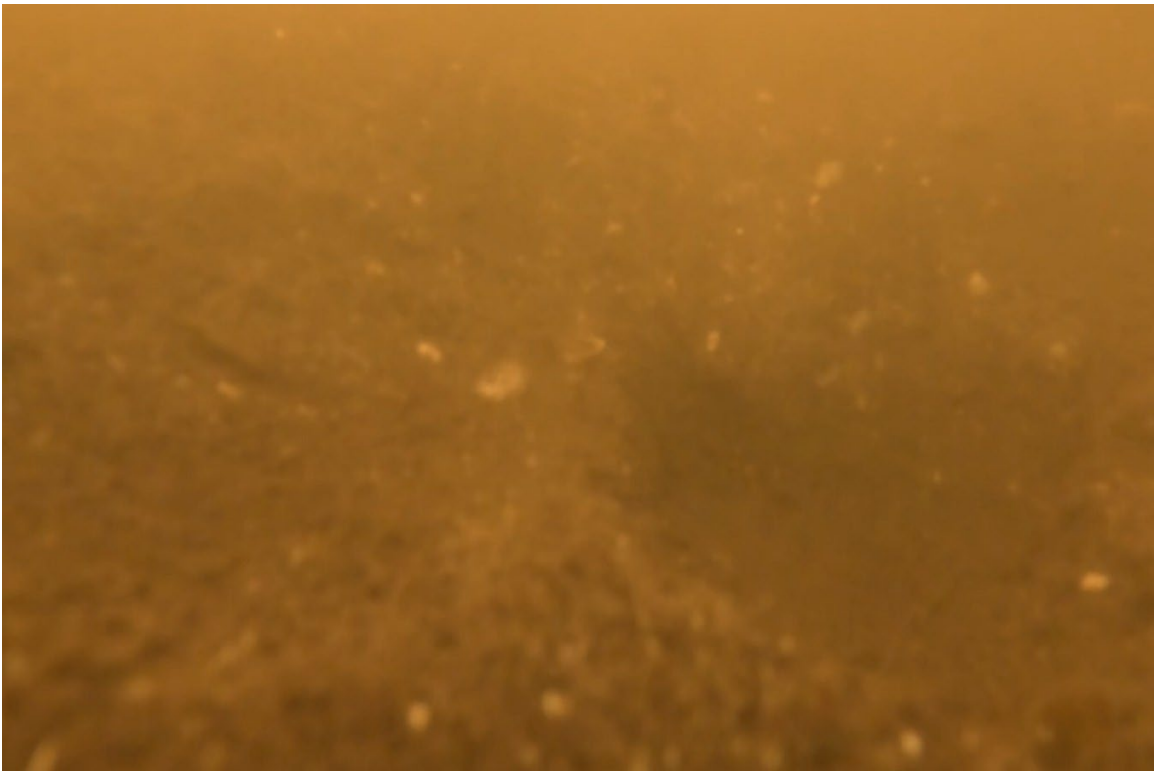
5. South portion of the survey area, 20' waterward of the seawall.



6. North portion of the survey area, 40' waterward of the seawall.



7. South portion of the survey area, 60' waterward of the seawall.



8. North portion of the survey area, 70' waterward of the seawall.

Letter of No Objection – 100 Churchill Way

To Whom It May Concern:

I, John D. Bols, as the owner of the property located at 100 Churchill Way, Manalapan, FL 33462, have been informed of the proposed dock variance application submitted for the neighboring property at 1400 Lands End Road.

I understand that the applicant is requesting approval for a dock extension and boat lift to accommodate site-specific shallow water conditions.

I hereby confirm that I have no objection or comment regarding the proposed dock configuration and variance request.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'J' and 'B' that are connected, with a horizontal line extending from the 'B' to the right.

John D. Bols

Owner, 100 Churchill Way

Date: 8.12.25

To the Honorable Town Commissioners,

My name is Michael McCormack, and I am the prior owner of the property located at 1400 Lands End Road. I owned this home for 5 years, during which time I maintained and used a boat from the marginal dock at this property.

Boating from this property is extremely difficult. Although I am an experienced fisherman and accustomed to planning outings around tide levels, I can affirm that the property's position at the far northwest corner of the cove presented substantial challenges. Even at mid-tide, there was insufficient depth to safely launch, moor, or retrieve a vessel. Navigating in or out of the Cove under these conditions caused damage to the hull, propellers, and other critical equipment. These conditions significantly limited and often curtailed my own use, even though my boating habits—primarily fishing—were more flexible in timing than those of a recreational user who seeks consistent daylight access.

I would also note that this corner of the lagoon is essentially devoid of boat traffic. In all my years of ownership, I did not observe other vessels navigating in the immediate area around this property. As such, a dock extension in this location would not interfere with existing boat traffic or navigability for others in the Cove.

Based on my long experience at this property, I believe the Bersins' request for a variance is both reasonable and necessary to allow the safe and practical enjoyment of boating. The right to request a variance is implied in the ownership of a home, whether that ownership extends for six months or six years.


I respectfully submit this statement to provide factual support to the Town Commission's review, and I encourage you to give full and fair consideration to this application.

Sincerely,
Michael McCormack

SITE LOCATION

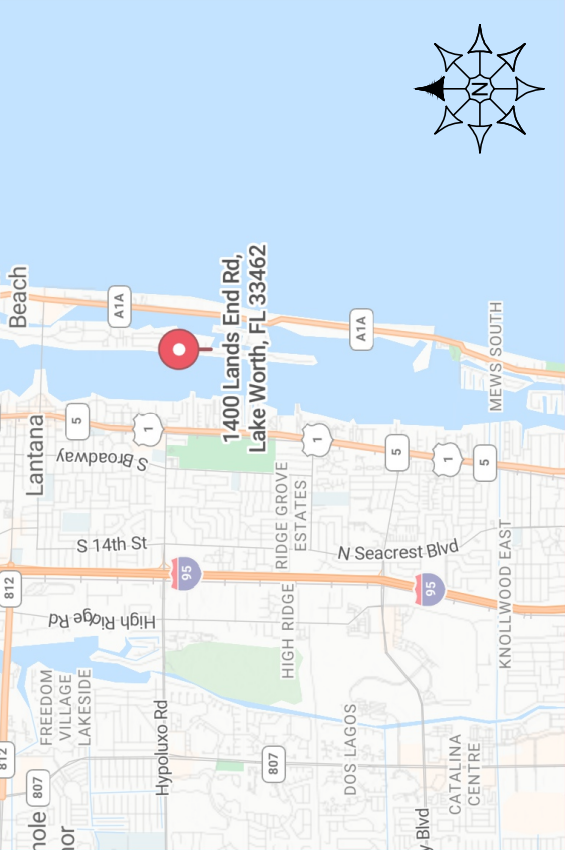
ADDRESS:
1400 LANDS END ROAD
LANTANA, FL 33462
PALM BEACH COUNTY

COORDINATES:
26°34'03.3"N, 80°02'40.5"W



SITE

VICINITY MAP



AERIAL VIEW



PROJECT DATA

DEMOLITION SCOPE OF WORK

1. NONE.

NEW CONSTRUCTION SCOPE OF WORK

1. INSTALL A NEW L-SHAPED WOOD DOCK EXTENSION ON EXISTING MARGINAL WOOD DOCK.

2. INSTALL A NEW ELEVATOR BOAT LIFT ON NEW DOCK EXTENSION.

APPLICABLE CODES

1. FLORIDA BUILDING CODE, 8TH EDITION, 2023 (FBC)


2. AMERICAN SOCIETY OF CIVIL ENGINEERS, MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES, 2022 (ASCE 7-22)

3. NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION, 2024 (NDS)

SHEET INDEX

SHEET	DESCRIPTION
T-1	TITLE SHEET
C-1	EXISTING SITE PLAN
C-2A	PROPOSED SITE PLAN (OPTION A)
C-2B	PROPOSED SITE PLAN (OPTION B)
C-3	DOCK & LIFT SECTION
C-4	EXISTING SITE PHOTOS
C-5	EXISTING SITE PHOTOS

FLORIDA WATERWAY ENGINEERING

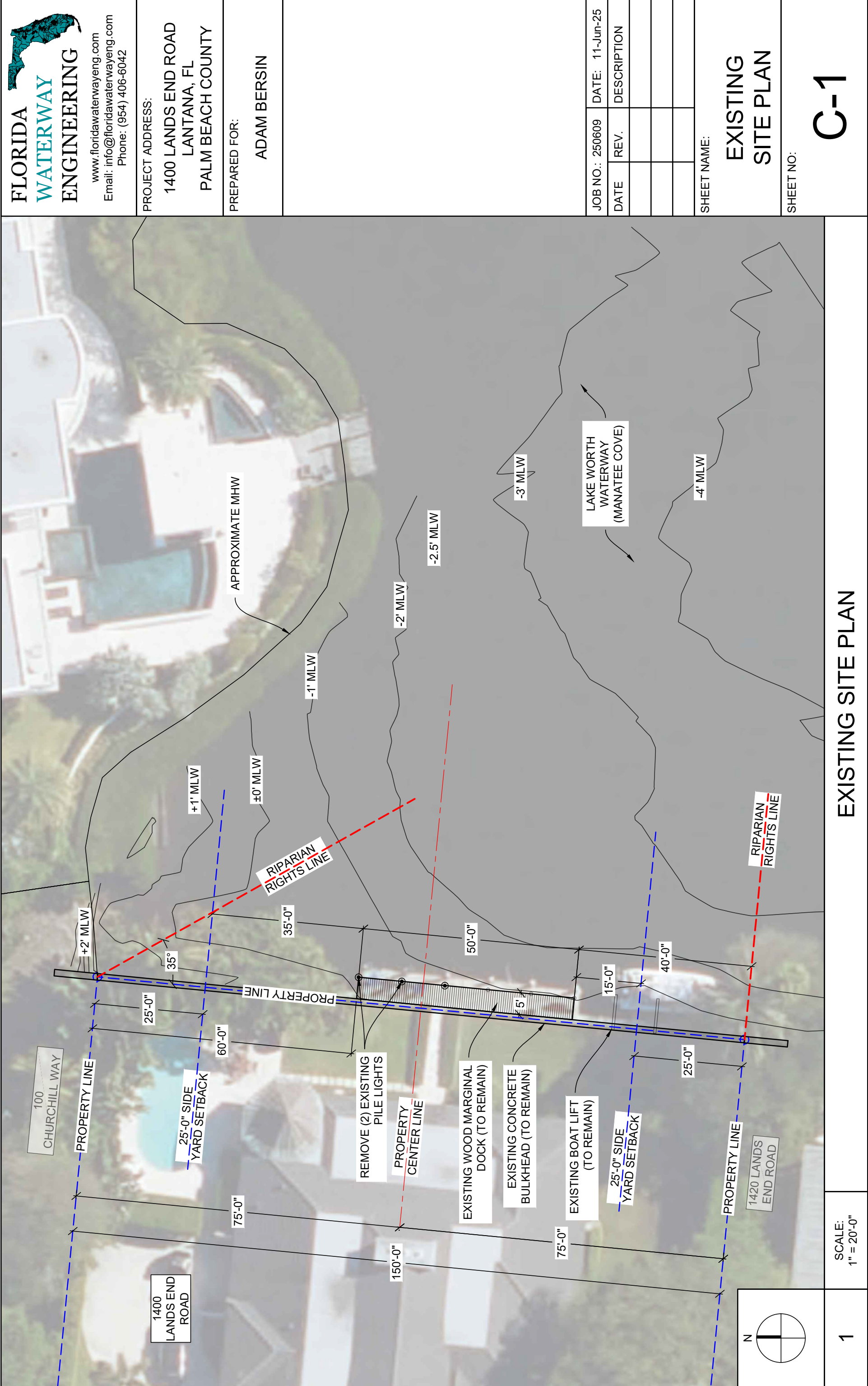


www.floridawaterwayeng.com
Email: info@floridawaterwayeng.com
Phone: (954) 406-6042

PROJECT ADDRESS:
1400 LANDS END ROAD
LANTANA, FL
PALM BEACH COUNTY

PREPARED FOR:
ADAM BERSIN

JOB NO.: 250609	DATE: 11-Jun-25	
DATE	REV.	DESCRIPTION
SHEET NAME:		
TITLE SHEET		
SHEET NO:		
T-1		



PROJECT ADDRESS:
1400 LANDS END ROAD
LANTANA, FL
PALM BEACH COUNTY

PREPARED FOR:
ADAM BERSIN

JOB NO.: 250609		DATE: 11-Jun-25
DATE	REV.	DESCRIPTION

SHEET NAME:
EXISTING
SITE PLAN

SHEET NO:
C-1



www.floridawaterwayeng.com
Email: info@floridawaterwayeng.com
Phone: (954) 406-6042

PROJECT ADDRESS:

1400 LANDS END ROAD
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JOB NO.: 250609		DATE: 11-Jun-25
DATE	REV.	DESCRIPTION

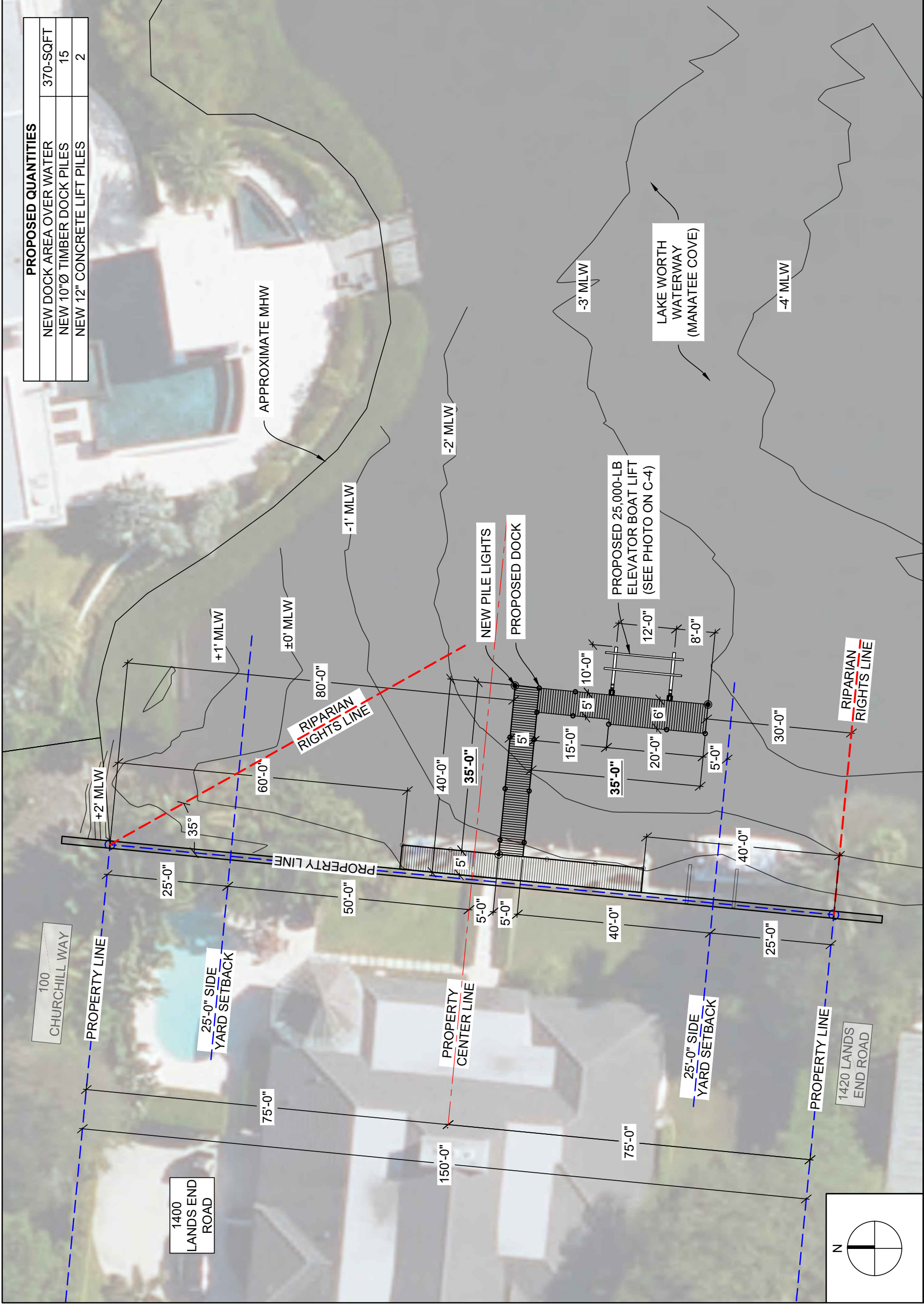
SHEET NAME:

PROPOSED SITE PLAN

SHEET NO.

C-2A

PROPOSED QUANTITIES	
NEW DOCK AREA OVER WATER	370-SQFT
NEW 10"Ø TIMBER DOCK PILES	15
NEW 12" CONCRETE LIFT PILES	2



PROPOSED SITE PLAN

SCALE:
1" = 20'-0"

2

PHOTO #1



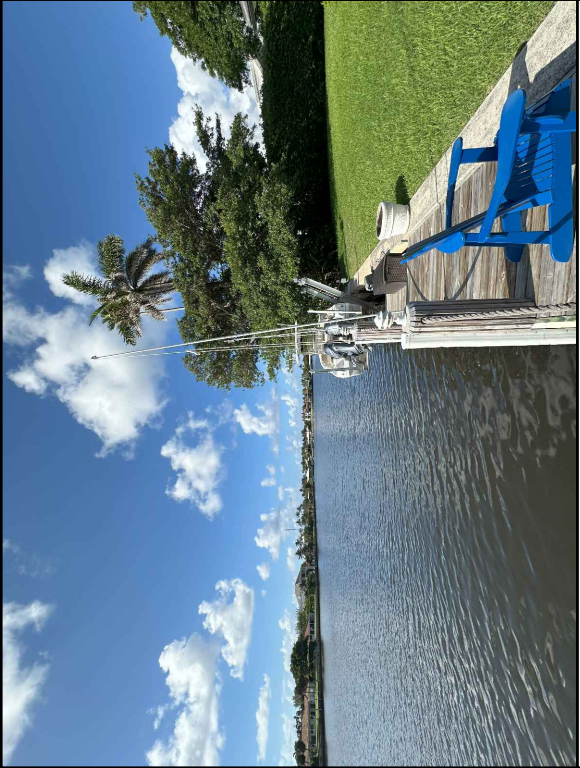
NOTES: PHOTO FACING EAST TOWARD MANATEE COVE.

PHOTO #2



NOTES: PHOTO FACING NORTH PROPERTY LINE.

PHOTO #3



NOTES: PHOTO FACING SOUTH PROPERTY LINE.

BOAT LIFT PHOTO



NOTES: PROPOSED BOAT LIFT TYPE:
25,000-LB CAPACITY ELEVATOR LIFT

PROJECT ADDRESS:

1400 LANDS END ROAD
LANTANA, FL
PALM BEACH COUNTY

PREPARED FOR:

ADAM BERSIN

JOB NO.:	250609	DATE:	11-Jun-25
DATE	REV.	DESCRIPTION	

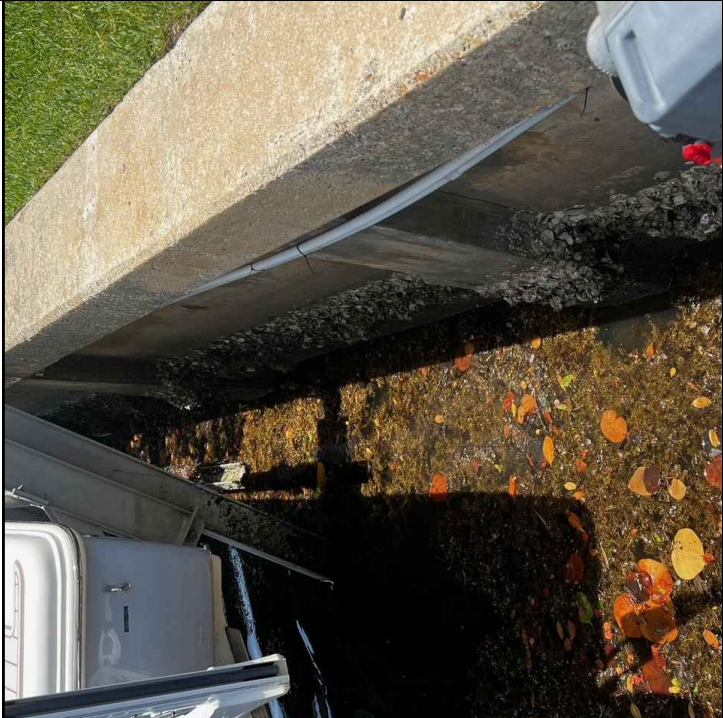
SHEET NAME:

EXISTING SITE
PHOTOS

SHEET NO:

C-4

PHOTO #1



NOTE: EXISTING LOW TIDE CONDITIONS AT SEAWALL AND BOAT LIFT.

PHOTO #2



NOTE: EXISTING LOW TIDE CONDITIONS AT SEAWALL AND BOAT LIFT.

PHOTO #3



NOTE: EXISTING LOW TIDE CONDITIONS AT SEAWALL AND BOAT LIFT.

PHOTO #4



NOTE: EXISTING LOW TIDE CONDITIONS AT BOAT LIFT TRACK BASE.

PHOTO #5



NOTE: EXISTING LOW TIDE CONDITIONS AT BOAT LIFT TRACK BASE.

PHOTO #6



NOTE: EXISTING LOW TIDE CONDITIONS SEAWALL.

PROJECT ADDRESS:

1400 LANDS END ROAD
LANTANA, FL
PALM BEACH COUNTY

PREPARED FOR:

ADAM BERSIN

JOB NO.:	250609	DATE:	11-Jun-25
DATE	REV.	DESCRIPTION	

SHEET NAME:

EXISTING SITE
PHOTOS

SHEET NO:

C-5

DESCRIPTION FOR AERIAL PHOTOGRAPHS

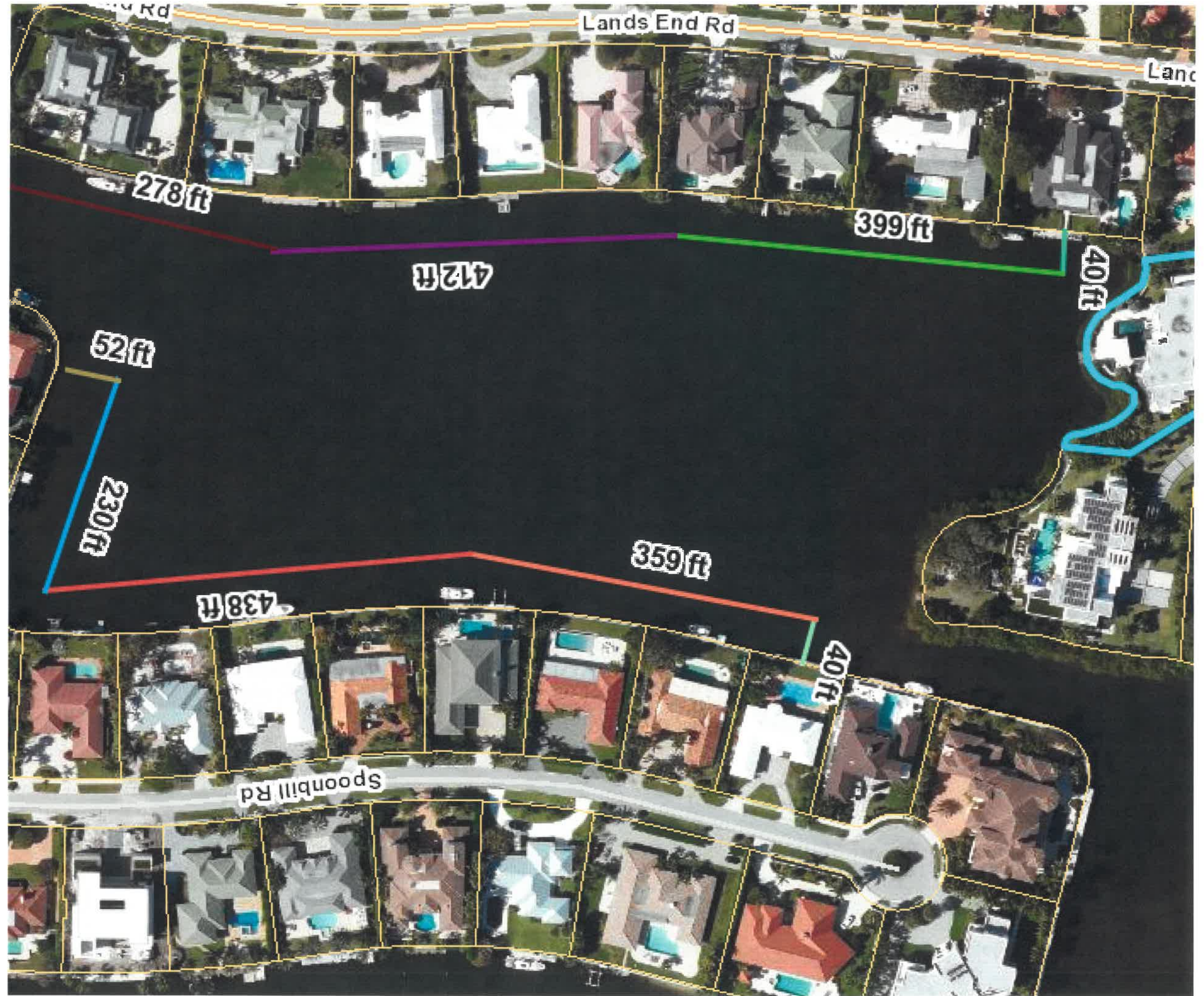
Aerial Photo 1 shows immediate area of Cove nearest 1400 LER with a scale drawing indicating the actual size, shape and location of the proposed dock extension

Aerial Photo 2 shows the length and width of the Cove,

Aerial Photo 3 shows shows typical distances between docks on nearby waters between located adjacent to the Cove between Spoonbill and A1A (570 - 612 linear feet)

Aerial Photo 4 shows actual distances from proposed dock extension to the nearest properties having direct or almost direct views to 1400 LER (506 - 700 linear feet)









From: [JEAN COHEN](#)
To: [John Deese](#); [Eric Marmer](#); [Erika Petersen](#)
Cc: [MARK J Cohen ICE](#)
Subject: Fwd: Manatee Cove-with addition from Jeannie Cohen
Date: Thursday, September 18, 2025 10:14:33 AM

Hi John, Eric and Erica,
Please confirm your receipt of this updated email. We would like all the commissioners to see this.

As Mark explains below, our concern is the potential domino effect that might occur after granting a variance in this one circumstance. Mr. Bersin's hardship letter quotes Terraquatic's description of his property as "one of the shallowest waterfront properties found within the cove area". "One of" does NOT make it unique. Rather, it makes it an example of other homes along the cove, the owners of which might choose to use this precedent as grounds for variance applications in the future. We don't want to see the look of Manatee Cove transition from pristine to commercial.

Unfortunately, while we understand, Mr. Bersin's dilemma, and would normally lean in favor of granting such a request to a Neighbor... We believe the long-term aesthetic of Manatee Cove and appeal of Point Manalapan is the overriding factor.

Please continue to read below.

Sincerely,
Jeannie Cohen

>
> Hi John,
> I hope you had a great summer, and this email finds you doing well.
>
> We would like to address the requested variance for an extended dock from 1400 Lands End Road.
>
> Our concern is partly this specific variance request, but more so the potential domino effect - which I don't think the board of commissioners can ignore.
>
> Manatee Cove is a unique, pristine body of water. Its tranquil beauty is integral to the appeal of Point Manalapan, and frankly, one of the reasons we bought our house. Our kitchen window looks out across the street onto the Cove, and we built a large, second floor balcony overlooking the Cove. See photo below. That is our sunset spot.
>
> Would the installation of a dock protruding 40 feet into Manatee Cove RUIN our view? No, it would just make it seem more "commercial".
>
> A much larger concern for us is...how will the board of commissioners respond to the NEXT homeowner who wants a dock extending out into Manatee Cove? ALL of the homes on the Cove have issues at low tide, to some degree or other. (So does our house.) Can the commission reasonably refuse the next homeowner, once a precedent is set?
>
> Allowing multiple docks around Manatee Cove would completely change the character of this beautiful body of water, and in fact change the unique character of Point Manalapan. And, THAT would be a mistake.
>
> Our chief concern is preserving the character and peaceful beauty of Manatee Cove. One dock would not ruin that. Six would.

- >
- > We believe the commission has to look years forward on this issue.
- >
- > Jeannie and Mark Cohen
- > 25 Audubon Causeway
- >



From: [ELYSE BUTNICK](#)
To: [Erika Petersen](#)
Cc: [Howie B](#)
Subject: 1400 Lands End Dock request
Date: Tuesday, September 16, 2025 9:42:15 AM

Hi Erika,

Howard and I are very opposed to this request for a variance in order to build a longer dock. Our cove is too shallow and narrow especially at that end to allow it. Please let me know who else we should make our opposition known to.

Thanks,
Elyse and Howard Butnick

From: [Robert Kirkland](#)
To: [Eric Marmer](#); [Erika Petersen](#)
Cc: [John Deese](#); [Simone Bonutti](#); [Elliot Bonner](#); [Orla Imbesi](#); [Cindy McMackin](#); [David Knobel](#); [Dwight Kulwin](#)
Subject: 1400 Lands End - Dock addition
Date: Thursday, September 18, 2025 3:32:38 PM

Good afternoon, many thanks for sharing with Sharon and me the recently prepared detail relating to the above project. I note that "the purpose of the report is to identify and locate any seagrass species ----that may potentially be impacted by the proposed activities." While this is of interest, the report does not address the impact that the proposed structure would have on the existing pristine environment of Manatee Cove. Water front residents enjoy the peaceful, open water view.

Those of us who are/were boaters have for several years had to deal with the low tides. Although the low water, similar to the photos in the report, does pose a "hardship," it's daily occurrence is something we have learned to live with. We became aware of this boating challenge during our due diligence prior to acquiring the residence in 2003. It appears that the other waterfront residents have constructed their docks and lifts in accordance with the existing code. It would be difficult to imagine what affect the existing docks /lifts would have if they were now to build forty feet into the cove. Certainly, the open navigable water would be limited while Manatee Cove would appear similar to a marina.

Apparently, the previous owner of 1400 Lands End managed to conduct boating with the present attractive dock and lift combination similar to the many other waterfront residents. .

Kind regards,

Robert and Sharon Kirkland
30 Spoonbill Rd.

From: [Eric Marmer](#)
To: [Erika Petersen](#)
Subject: FW: Commenting regarding proposed dock.
Date: Thursday, September 18, 2025 11:33:16 AM

Eric Marmer, MPA

Town Manager



Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462
561-383-2579

***Please Note:** Florida has a very broad public records law. Most written communications to or from local officials regarding Town business, are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.*

From: Joel Butnick <joelbutnick@gmail.com>
Sent: Thursday, September 18, 2025 11:27 AM
To: Eric Marmer <emarmer@manalapan.org>
Subject: Commenting regarding proposed dock.

Dear Mr. Marmer:

Good morning, Joel Butnick here from 40 Audubon.

Commenting as to claimed hardship:

Everyone is impacted during low tide.

No boats can get in or out during low tide, so everyone has lived with this hardship for years.

Moving the dock further out gives marginal, if any, benefit because this small body of water is not like a lake.

It doesn't get deeper towards the middle to make a difference for a boat.

I have seen countless times where even small fishing boats, that barely make it under the bridge, run aground in the middle during low tides.

This hardship claim is a canard for the purpose of just adding more invasive dock space.

A variance is for exceptional circumstances that clearly surpass the requirements.

An approval will lead to every single owner using this excuse to expand their docking capacity. And getting in each others way.

Favorable variances have consequences. Please forward my comments to the Council.

Joel Butnick
40 Audubon Cswy

Sent from my iPhone

From: [Flory Shaio](#)
To: [Erika Petersen](#)
Cc: [Adam Bersin](#)
Subject: Dock variance application
Date: Tuesday, September 16, 2025 11:49:31 AM

Dear Commissioners,

I am writing to voice my objection to the variance sought by my neighbor at 1400 Lands End Road to build a dock and lift in the cove.

Relying solely on the proposed plans, it appears that the view from my property across the water will be adversely affected.

I currently am not in Manalapan. Therefore, I have relied solely on the proposed plans as my guide; drawing a line from the southern end of the proposed structure to my back yard.

I also have a concern that allowing this variance may encourage others to build out into the cove thereby impacting the whole feel of the cove. In this regard, I must point out that a few years ago a similar variance was sought by a Churchill Way application

and denied based for the very same reasons on which I based my objection.

Thank you for your consideration.

Cordially,

Flory Shaio

From: [Eric Marmer](#)
To: [Flory Shaio](#)
Cc: [Erika Petersen](#)
Subject: RE: 1400 lands end Variance application
Date: Friday, September 19, 2025 1:02:53 PM

Hi Flory,

Thank you for your email, we will add this supplemental email to the record for everyone to view.

Thank you,

Eric Marmer, MPA
Town Manager

Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462
561-383-2579

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-----Original Message-----

From: Flory Shaio <floryshaio@gmail.com>
Sent: Thursday, September 18, 2025 6:05 PM
To: Eric Marmer <emarmer@manalapan.org>; John Deese <jdeese@manalapan.org>
Subject: 1400 lands end Variance application

Dear Town Commissioners,

I am writing to supplement my email of September 16, objecting the variance for a dock and lift sought by the owner of 1400 Lands End Road.

The depth of the water abutting my seawall, at low tide, also precludes my having a boat, unless I too were to obtain a variance allowing for a like structure jutting out into the cove.

I am aware that my situation is not unique, and that there are others among my neighbors, who share this problem.

It's unfortunate that I cannot be there at this time to voice my concerns.

Is there any possibility this could be delayed until there are more of us in town?

Sincerely,

Flory Shaio

From: [Eric Marmer](#)
To: [Erika Petersen](#)
Subject: FW: Upcoming Variance Application
Date: Thursday, September 18, 2025 12:49:09 PM

Please add to the record.

Eric Marmer, MPA
Town Manager

Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462
561-383-2579

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-----Original Message-----

From: Eileen Hunt <eilhunt@earthlink.net>
Sent: Thursday, September 18, 2025 12:41 PM
To: Eric Marmer <emarmer@manalapan.org>
Cc: johndeese@johndeese.com
Subject: Upcoming Variance Application

Please forward the following to all members of the Town Commission.

We are writing to the Commission as 35 year residents of Manalapan – with 2 properties on Lands’ End Road and Manatee Cove. We urge the Commission to vote “no” on the upcoming variance, which would allow – for the first time – a dock projecting INTO Manatee Cove.

This subject has come up before with a different applicant. However, the issue remains the same: Namely, the potential a “yes” vote has to set a precedent that will permanently change the character of the Cove. We urge the Commissioners, especially those who reside on the ocean, to talk to those of us whose properties ring the Cove. Many of us purchased properties on the Cove precisely because it is NOT deep water and therefore limited in boat traffic. The homeowner knew when the home was purchased that only marginal docks were permitted. The Cove is quiet, peaceful, and visually uncluttered. This is not the same as extending a dock into the open Intracoastal; our homes are directly across from one another. Furthermore, should this application be approved, others can claim similar “hardship” e.g. mangrove obstruction, and a series of extended docks could turn the Cove into a visual boat basin.

Finally, we would like to point out that an issue such as this should not be left to a summertime application when we and most of our neighbors are not in residence. It is also the beginning of the Jewish holidays, making it most inconvenient for anyone to appear in person to object.

Thank you very much for your consideration in this matter. Sincerely, Bob and Eileen Hunt.

From: [CATHERINE SHAW](#)
To: [Eric Marmer](#); [Erika Petersen](#); [John Deese](#)
Subject: Manatee Cove variance
Date: Friday, September 19, 2025 12:28:54 PM

To the Members of the Commission,

We are writing regarding the variance request for an extended dock at 1400 Lands End Road. While I understand the homeowner's desire to improve access to the water, I share the concerns expressed by my neighbors about the broader implications for Manatee Cove. Manatee Cove is a unique and tranquil body of water, and its open, uncluttered character is an important part of what makes Point Manalapan special. My concern is less about one individual dock and more about the precedent such a variance might create. If one extension is approved, it may be difficult to deny future requests, and over time multiple long docks could alter the appearance and feel of the cove. It seems to me that a preferable solution might be exploring ways to improve water access at the existing dock location, such as dredging around the old dock area if that is feasible. That type of approach could balance the homeowner's needs with the community's shared interest in preserving the character of the cove. I ask the Commission to carefully consider not only this request but also the potential long-term impact on Manatee Cove and the broader community.

Respectfully,

Michael and Catherine Shaw
35 Audubon Causeway

From: [Nancy Butnick](#)
To: [Erika Petersen](#)
Subject: Variance for 1400 Lands End Road
Date: Wednesday, September 17, 2025 1:24:39 PM

To whom it may concern

I am writing to express my strong opposition to the proposed variance to allow a 40 foot dock to protrude into Manatee Cove. This cove is very shallow and harbors a fragile aquatic ecosystem. Such a structure will certainly disturb the ecosystem and will negatively affect the aesthetics and serenity of the cove.

In essence this dock achieves very little for the homeowners as it is impossible to navigate the cove at low tide. If boating is such a priority, the owners should have done their homework and realized it is not feasible for this property.

I urge you to deny this variance.

Thank you
Nancy Butnick
40 Audubon Causeway

From: [Eric Marmer](#)
To: [Adam Bersin](#)
Cc: [Erika Petersen](#)
Subject: Fw: Variance for dock at 1400 Lands End Road
Date: Wednesday, September 17, 2025 5:44:52 PM

Here is another

Eric Marmer, MPA

Town Manager

Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462
561-383-2540

***Please Note:** Florida has a very broad public records law. Most written communications to or from local officials regarding Town business, are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.*

From: david rabinowitz <drdoc21@gmail.com>
Sent: Wednesday, September 17, 2025 4:26:33 PM
To: Eric Marmer <emarmer@manalapan.org>
Cc: epeterson@manalapan.org <epeterson@manalapan.org>; Alice Everard <aeverard@manalapan.org>
Subject: Variance for dock at 1400 Lands End Road

My wife Hannah and I have lived at 1440 Lands End Road since 2005. No one else on the Cove has a dock looking anything like what is being proposed. As such, it will be an eyesore for Manatee Cove residents. Having a boat is not a right. The purchase of the property does not include the right to such a dock. People have purchased properties especially because they know they have a preexisting right to a dock of a certain size. We are opposed to granting the variance.

Dr. David and Hannah Rabinowitz

Town Commissioners

Manalapan, FL

Cary St Onge and Susan St Onge strongly oppose the granting of a variance requested by the owners of 1400 Lands End Road, Manalapan. The approval of this variance would drastically change the use and aesthetic of the Cove. The Cove area of Manalapan is different than other areas of Manalapan. It is the equivalent of a city park used for recreation by waterfront residents and in fact is available to all residents of Manalapan and beyond. We watch daily as many people use various watercraft on the ENTIRE cove for pleasure. Additionally, because the cove is a small and enclosed space, drastic changes like the addition of seventy-five feet of dock to one home has a dramatic effect on the appearance and feel of the area. The town commission and architectural committee take great care to be sure fences, plantings and paint colors meet the requirements for the aesthetic value it provides to the residents. Seventy-five feet of dock jutting out into our cove has a far more detrimental effect than fences, paint, or plantings. Currently there are no dock extensions on the cove. Granting this variance would change the cove in an extremely negative way and create a precedent that would lead to many docks and a substantial reduction in useable waters for the residents.

The Applicants claim their property is unique in the cove. It is not unique as regards depth, bottom structure or access to the cove and they have provided no data, surveys or proof that it is in fact unique. My land at 90 Spoonbill has no more than sixteen inches of water at the dock at mean low water. At my bulkhead almost none. I also know that the neighbors to the north and south are similar. I believe this is typical. The subsurface is a thin layer of mud over coral and rock the same as 1400 Lands End prohibiting dredging. I know this because I went out into the water at MLW and measured. The applicant has no hardship that most of the rest of the cove doesn't have. If the board was to allow a dock for the applicant and then deny one to me, the applicant would certainly have been granted a special privilege. How would you be able to turn down successive variance applications from residents with similar or even more difficult situations. By my calculations if every other house on the cove built a similar dock we would lose approximately seventeen percent of the useable water on the cove. For the last three years I have watched the previous owner of 1400 Lands End utilize with ease, a twenty four foot center console boat, which has sixteen inches of draft, similar to what many of us have on the cove. I have seen the boat use the dock and the lift and have never seen it grounded. I believe the applicant has a similar boat, (possibly the same boat), Where is the hardship?

There are no seventy- five foot docks on the cove because the cove area was designed to be different than the areas on the intracoastal. The rules are different here for a reason. To this point in time the residents have respected that. The applicant seems to believe that rules written for the intracoastal areas should apply on the cove. They should not. This dock request equates to an improper expansion of the applicants useable land. When I bought my property here I knew the limitations and accepted them. I have adapted the way I use the cove to those limitations for the benefit of those around me. The applicant should do the same.

Therefore we strongly request that you deny the application for variance for 1400 Lands End Road.

Cary and Susan St Onge

90 Spoonbill Rd, Manalapan

From: [Lisa](#)
To: [John Deese](#); [Simone Bonutti](#); [Elliot Bonner](#)
Cc: [Eric Marmer](#); [Erika Petersen](#)
Subject: Regarding dock variance request for 1400 Lands End.
Date: Tuesday, September 16, 2025 3:56:58 PM

To: The Town Commission of the Town of Manalapan
From: Gerstein _ 100 Spoonbill Rd
Re: Variance request for 1400 Lands End

We are opposed to the dock variance request for 1400 Lands End.
We bought our home on 5/2/2008 on Manatee Cove, based on the waterfront esthetic.
We are located directly across from the proposed dock.
In 2021, 110 Churchill Way was denied a similar code variance for a dock protruding out into the cove.
If this dock variance is allowed, it will lead to other requests that will affect the entire neighborhood as everyone's water view will be marred.

Thank you,

Ira Gerstein and Lisa Zwig Gerstein
100 Spoonbill Rd



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: CA - a

Agenda Item Name: September 8th, 2025 Town Commission & First Budget Hearing and September 22nd, 2025 Town Commission and Final Budget Hearing Minutes

ACTION REQUESTED: Discussion ☐ Approval ☒

ATTACHMENT:

- September 8th, 2025 Town Commission & First Budget Hearing Minutes
- September 22nd, 2025 Town Commission & Final Budget Hearing Minutes



Town Commission and First Budget Hearing

Monday September 8, 2025, at 5:01 p.m.

IN ATTENDANCE

TOWN COMMISSION		TOWN STAFF	
John Deese, Mayor	✓	Eric Marmer, Town Manager	Zoom
Simone Bonutti, Vice Mayor	✓	Jeffrey Rasor, Chief of Police	✓
Elliot Bonner, Mayor Pro Tem	✓	Erika Petersen, Town Clerk	✓
Orla Imbesi, Commissioner	✓	Keith Davis, Town Attorney	✓
David Knobel, Commissioner	✓	Brent Watson, Utilities Director	✓
Dwight Kulwin, Commissioner	✓	Jack Tomasik, Building Official	✓
Cindy McMackin, Commissioner	✓	Dylan Brandenburg, Asst. Town Attorney	X
		Ashley Watson, Finance Administrator	✓

PUBLIC: Fred & Catharine Peterson, Doug McGibbon, and John Pacenti (Coastal Star)

FIRST BUDGET HEARING

Mayor Deese called the First Budget Hearing to order at 5:01 P.M.

Town Manager Marmer announced that the millage rate is 6.43% higher than the rolled-back rate of 2.8188 mills necessary to fund the budget.

The proposed millage rate is 3.000 mills. The total budget is \$18,703,529 for fiscal year 2025-2026. The general fund budget is \$10,219,606, Library Fund Budget of \$97,680 and the Utility Fund Budget of \$8,386,243 for a total budget of \$18,703,529.

Mayor Deese opened the meeting to public comment; there was none. The public portion of the meeting was closed.

Vice Mayor Bonutti made a motion to **adopt** the proposed millage rate for fiscal year 2025-2026 to be set at the rate of 3.000 mills. Commissioner McMackin seconded the motion which passed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, Commissioner Kulwin and Commissioner McMackin.

Mayor Pro Tem Bonner made a motion to **adopt** the tentative budget for the fiscal year 2025-2026 with the General Fund Budget of \$10,219,606, Library Fund Budget of \$97,680 and the Utility Fund Budget of \$8,386,243 for a total budget of \$18,703,529. Commissioner Imbesi seconded the motion which passed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, Commissioner Kulwin and Commissioner McMackin.

The next budget hearing is scheduled for September 22 at 5:01 p.m. at Town Hall.

First Budget Hearing was adjourned at 5:05 p.m.

TOWN COMMISSION MEETING

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Deese called the Town Commission meeting to order at 5:05 p.m.

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

There were none.

PUBLIC COMMENTS

There were none.

CONSENT AGENDA

- 7a. Minutes July 8th, 2025 Town Commission Meeting
- 7b. Police Department Report and Fire/Rescue Response Time Report for June & July
- 7c. CRS Annual Audit Report
- 7d. ILA with Highland Beach for Code Enforcement Services
- 7e. Paver Agreement 7 Spoonbill Road
- 7f. Amendment to ILA with Palm Beach County Fire Rescue
- 7g. Amendment to Agreement with Node0 IT Professionals

Vice Mayor Bonutti made a motion to **approve** the Consent Agenda, Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, Commissioner Kulwin and Commissioner McMackin.

REGULAR AGENDA

OLD BUSINESS:

There was none.

NEW BUSINESS:

- i. Authorization to engage Attorney for possible land acquisition proceedings.

Doug McGibbon spoke and introduced himself as the Town's current Special Magistrate and an eminent domain attorney. He explained the process of land acquisition and discussed the specifics around the potential eminent domain case for the vacant property at 131 S. Ocean Blvd.

Commissioners Knobel and Kulwin had questions about the fee schedule provided as well as attorney's fees. Town Manager Marmer asked Mr. McGibbon what the next steps would be and he replied that the Town would need to hire an eminent domain lawyer, a forensic appraiser and eventually the Town would need to pass a resolution.

Vice Mayor Bonutti made a motion to **approve** retaining Doug McGibbon as the eminent domain lawyer and authorizing the Town to move forward with an appraisal, Commissioner Knobel seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, Commissioner Kulwin and Commissioner McMackin.

ii. Discussion about updating Town Zoning map

Town Clerk Petersen discussed the Town's current residential zoning structure, which currently includes nine districts. It was noted that many of these districts have overlapping or only slightly different requirements for lot size, setbacks, and floor area.

There was consensus among the Commissioners for staff to research and bring back updated zoning regulations.

10. Mayor's Comments, Town Commission Comments, Town Manager Comments

Town Manager Marmer announced the RFP bids for Residential Trash, Recycling & Yard Waste Collection were due that Friday, September 12th. He thanked Mayor Pro Tem Bonner for volunteering to sit on the RFP Selection Committee.

Town Manager Marmer also discussed the street post banner flags along Ocean Avenue that the Town of Lantana has placed including in front of the Plaza. He told the Commission he had received some complaints from residents and after reaching out to the Town of Lantana, they were gracious enough to agree to install some Manalapan-specific banners.

The Town Commission meeting adjourned at 5:54 p.m.

**These minutes were presented to the Town Commission
on Tuesday October 14, 2025 for approval.**

John Deese, Mayor

Date Signed

Erika Petersen, Town Clerk

Date Signed



Town Commission and Final Budget Hearing
Monday September 22, 2025, at 5:01 p.m.

IN ATTENDANCE

TOWN COMMISSION		TOWN STAFF	
John Deese, Mayor	X	Eric Marmer, Town Manager	✓
Simone Bonutti, Vice Mayor	✓	Jeffrey Rasor, Chief of Police	✓
Elliot Bonner, Mayor Pro Tem	✓	Erika Petersen, Town Clerk	✓
Orla Imbesi, Commissioner	✓	Keith Davis, Town Attorney	✓
David Knobel, Commissioner	✓	Brent Watson, Utilities Director	✓
Dwight Kulwin, Commissioner	✓	Jack Tomasik, Building Official	✓
Cindy McMackin, Commissioner	X	Dylan Brandenburg, Asst. Town Attorney	X
		Ashley Watson, Finance Administrator	✓

PUBLIC: John Pacenti (Coastal Star)

FINAL BUDGET HEARING

Vice Mayor Bonutti called the Final Budget Hearing to order at 5:01 P.M.

Town Manager Marmer announced that the millage rate is 6.43% higher than the rolled-back rate of 2.8188 mills necessary to fund the budget.

The proposed millage rate is 3.000 mills. The total budget is \$18,703,529 for fiscal year 2025-2026. The general fund budget is \$10,219,606, Library Fund Budget of \$97,680 and the Utility Fund Budget of \$8,386,243 for a total budget of \$18,703,529.

Vice Mayor Bonutti opened the meeting to public comment; there was none. The public portion of the meeting was closed.

Town Attorney Davis read **Resolution 07-2025** by title.

Commissioner Knobel made a motion to **adopt** the proposed millage rate for fiscal year 2025-2026 to be set at the rate of 3.000 mills. Commissioner Kulwin seconded the motion which passed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

Town Attorney Davis read **Resolution 08-2025** by title.

Mayor Pro Tem Bonner made a motion to **adopt** the final budget for the fiscal year 2025-2026 with the General Fund Budget of \$10,219,606, Library Fund Budget of \$97,680 and the Utility Fund Budget of \$8,386,243 for a total budget of \$18,703,529. Commissioner Imbesi seconded the motion which passed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

Final Budget Hearing was adjourned at 5:06 p.m.

TOWN COMMISSION MEETING

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Vice Mayor Bonutti called the Town Commission meeting to order at 5:06 p.m.

LPA – LOCAL PLANNING AGENCY

Consideration of Ordinance #397 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

The Ordinance was read by Town Attorney Davis.

Commissioner Knobel made a motion to **recommend approval of Ordinance #397** to the Town Commission on first reading. Mayor Pro Tem Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

LPA adjourned at 5:08 p.m.

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

There were none.

PUBLIC COMMENTS

There were none.

CONSENT AGENDA

7a. Fire/Rescue Response Time Report for August

Commissioner Knobel made a motion to **approve** the Consent Agenda, Commissioner Imbesi seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

REGULAR AGENDA

OLD BUSINESS:

i. Iguana Control Discussion –

Town Manager Marmer explained that the Iguana Control company the Town had hired to manage town-owned properties had not been effective in addressing the iguana problem. Chief Rasor explained he had discussed with the Town Manager alternative solutions, particularly having a Police Officer assist with the extermination. To do this, the department would need to purchase proper equipment including an air rifle. Chief Rasor indicated that he anticipates the Iguana control officer would work during a normal shift.

Vice Mayor Bonutti commented that the iguana population is most noticeable on Point Manalapan. She recommended the Town distribute flyers educating the residents on what to expect and she also suggested having a sign posted at the gatehouse to notify residents when the officer would be patrolling for iguanas.

There was a consensus among the Town Commission to move forward with this initiative.

NEW BUSINESS:

There were none.

10. Mayor's Comments, Town Commission Comments, Town Manager Comments

Commissioner Kulwin commented that he had friends in a condominium building in Highland Beach who were experiencing flooding issues in their garage after recent road improvements. He asked Town Manager Marmer if he could investigate whether the issue was due to the construction or environmental factors. Town Manager Marmer agreed to look into it and would give an update at the next Commission meeting.

Town Manager Marmer notified the Town Commission that Commissioner Knobel and staff had met with the Town's architects, CSA, to review the current guardhouse design. The architects will take that feedback and begin working on an updated design.

PUBLIC HEARING:

PH 1 - Ordinance #397 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

Mayor Pro Tem Bonner made a motion to **approve Ordinance #397**. Commissioner Kulwin seconded the motion which prevailed by the following vote:

YES: Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

The Town Commission meeting adjourned at 5:25 p.m.

**These minutes were presented to the Town Commission
on Tuesday October 14, 2025 for approval.**

John Deese, Mayor

Date Signed

Erika Petersen, Town Clerk

Date Signed



TOWN OF MANALAPAN

AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: CA - b

Agenda Item Name: Police Department Chief's Report for September

ACTION REQUESTED: Discussion ☐ Action ☒

ATTACHMENT:

- Chief Rasor's Executive Report
- The Police Department Report for August including Monthly Stats
- Palm Beach County Fire/Rescue response times for September



Manalapan Police Department

TO: Mayor and Town Commissioners
Eric Marmer, Town Manager
FROM: Chief Jeff Rasor
SUBJECT: Monthly Report for September 2025
DATE: October 8, 2025

Police Department Staffing:

- **Dispatcher Positions:** One of our dispatchers has recently relocated to the Tennessee area, resulting in one current vacancy within the Communications Division.
- **Police Officer Positions:** With the start of the new fiscal year, the department currently has two police officer openings.
- **Staffing Summary:** The department is actively recruiting to fill both the police officer and dispatcher vacancies. We have received several applications and are in the process of reviewing and evaluating candidates.

Zone Coverage:

- Zone coverage remained consistent throughout the month, with two officers and one sergeant assigned per shift to ensure adequate patrol presence and response capability.
- All newly hired police officers have successfully completed their field training program and are now operating independently under regular shift assignments.

Fleet:

- **Vehicle Maintenance:** The department's fleet is current with all scheduled maintenance and service requirements, ensuring operational readiness and reliability across all patrol units.
- **Vehicle Markings:** The entire fleet has been updated with new ghost markings, which have received a positive response from both officers and the community.
- **Fleet Updates:** The new police vehicles are scheduled to arrive in late October to early November, further enhancing the department's operational capabilities.

Training:

- **Field Training:** At this time, there are no officers currently in field training.
- **Specialized Training Courses:**
 - Detective Jabcuga attended Background Investigation training.
 - Officer Defilippis attended Speed Measurement training.
 - Dispatcher Dulaj attended Crisis Intervention Training (CIT).



Manalapan Police Department

- **High Liability Training:** High liability training for all police officers began in August and will continue through December. The following topics are scheduled:
 - **Medical** – November
 - **Driving** – December
 - **Defensive Tactics** – November
- This training is being conducted in partnership with the Lantana Police Department, Ocean Ridge Police Department, and Florida Atlantic University (FAU) Police Department, fostering interagency collaboration and skill development.

Miscellaneous – Department Projects and Promotions:

- **Cancer Awareness Initiative:** For the month of October, police officers have switched to wearing pink badges in support of cancer awareness and patients. This initiative reflects the department's continued commitment to community engagement and public awareness efforts.
- **Annual Evaluations:** Completed annual evaluations on all personnel within the police department.

Total Police Calls for Service for the Month of September

Types of Calls / Patrols	Total
ATV - Beach Patrols	14
Marine Patrols	1
Dark House Checks	907
Construction Site Checks	115
Extra patrols in the plaza	37
Arrest	3
Baker Acts – Mental Distress	0
Traffic Stops	54
Uniform Traffic Citations Written	40
Traffic Violation Verbal Warnings	34
Parking Citations Written	13
Traffic Crashes	2
Distressed Swimmer	0
Total Calls Dispatched	645
911 Calls	54
Non-Emergency Calls	591
Most Frequent Call Dispatched (Service Call - Assisting the Resident with Non-Crime related issue – Example – door left open, medical)	21
Total Crime Calls for the Month	9
Most Frequent Crime Reported (Trespass/Larceny/Theft)	5



Palm Beach County Fire Rescue

Manalapan

09/01/2025 to 09/30/2025

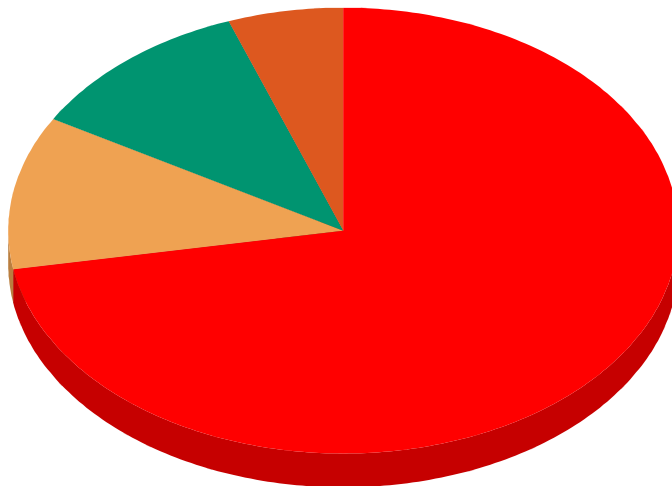
Average Response Times	Disp Hand	Turnout	Travel	Resp Time
------------------------	-----------	---------	--------	-----------

Emergency Calls:	<u>0:00:44</u>	<u>0:01:12</u>	<u>0:03:43</u>	<u>0:05:39</u>
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<u>Type - Situation Dispatched</u>	<u># of Incidents</u>	<u>%</u>
Medical Calls:	13	72.22%
Alarms:	2	11.11%
Assists/Investigations:	2	11.11%
Vehicle Accidents:	1	5.56%
Total	<u>18</u>	<u>100.00%</u>

Calls by Situation Dispatched

Manalapan



■	Medical Calls:
■	Alarms:
■	Assists/Investigations:
■	Vehicle Accidents:



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: RA - b.ii

Agenda Item Name: Recommendation from Selection Committee regarding RFP No. 2025-004

ACTION REQUESTED: Discussion ☒ Approval ☐

BACKGROUND:

A Selection Committee administrated by Finance Administrator, Ashley Watson and comprised of Mayor Pro Tem Elliot Bonner, Utilities Director Brent Watson, and Town Clerk Erika Petersen was organized to review proposals for residential trash, recycling and yard waste services under RFP No. 2025-004. After all proposals were received and opened on September 12th, 2025, the Selection Committee met on September 26th, 2025 to evaluate and rank the three proposals that were submitted. Coastal Waste & Recycling, Inc., Waste Management Inc. of Florida, and Waste Pro of Florida, Inc. all submitted proposals. After careful evaluation the Selection Committee scored and ranked the firms. The following reflects the final Selection Committee ranking: 1. Waste Pro of Florida, Inc. 2. Waste Management Inc. of Florida and 3. Coastal Waste & Recycling, Inc.

The Committee is recommending the Town move forward with negotiating and finalizing a contract with the number one ranked firm, Waste Pro of Florida, Inc.

ATTACHMENT:

- Committee Final Ranking Sheet
- Proposal from Waste Pro of Florida (see digital copy, please contact Town Clerk Petersen for a printed version)

RFP for Solid Waste and Recycling Collection Services

RFP No.: 25-004

SUMMARY OF REVIEWERS SCORES - EVALUATION COMMITTEE MEETING (RANKING) - 09/26/2025 at 9:00 AM

	Financial Capability	Management Experience	Operational Plan	Price Proposal	Local Preference	Individual Score Totals	TOTALS	RANK
							MAX - 300	
Coastal Waste & Recycling								
Elliot Bonner	Pass	25.00	25.00	6.00	10.00	66.00	213.00	3
Brent Watson	Pass	30.00	30.00	6.00	10.00	76.00		
Erika Petersen	Pass	25.00	30.00	6.00	10.00	71.00		
Waste Pro								
Elliot Bonner	Pass	25.00	25.00	30.00	10.00	90.00	290.00	1
Brent Watson	Pass	30.00	30.00	30.00	10.00	100.00		
Erika Petersen	Pass	30.00	30.00	30.00	10.00	100.00		
Waste Management								
Elliot Bonner	Pass	25.00	25.00	7.00	10.00	67.00	216.00	2
Brent Watson	Pass	30.00	30.00	7.00	10.00	77.00		
Erika Petersen	Pass	30.00	25.00	7.00	10.00	72.00		



SOLID WASTE & RECYCLING COLLECTION SERVICES

TOWN OF MANALAPAN, FL | RFP NO. : 25-004

 wasteprousa.com

 [@waste_pro_usa](https://twitter.com/waste_pro_usa)

 [wasteprousa](https://www.facebook.com/wasteprousa)



WASTE PRO OF FLORIDA, INC.

FARID ABUCHAIBE, GOVERNMENT AFFAIRS - SOUTHEAST FLORIDA REGION

7329 7TH PL N.

WEST PALM BEACH, FL 33411

(801) 634-4311 - fabuchabie@wasteprousa.com

SEPTEMBER 12, 2025

2:00 PM

600 SOUTH OCEAN BLVD.

MANALAPAN, FL 33462



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E. PROPOSAL FORM 5 – CERTIFICATION OF BUSINESS LOCATION

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TAB 1

GENERAL INFORMATION

COMPLETED PROPOSAL FORMS 1 – 7

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C. PROPOSAL FORM 3 – NON-COLLUSION AFFIDAVIT

D. PROPOSAL FORM 4 – DRUG-FREE WORKPLACE

E. PROPOSAL FORM 5 – CERTIFICATION OF BUSINESS LOCATION

F. PROPOSAL FORM 6 – QUALIFICATION STATEMENT

G. PROPOSAL FORM 7 – OPERATIONAL PLAN

SOLID WASTE & RECYCLING COLLECTION SERVICES

TOWN OF MANALAPAN, FL | RFP NO. : 25-004



Tab 1: General Information

2.3 General Information

PROPOSER shall provide completed Proposal Forms 1 – 7 as follows:

2.3.1 Proposal Form 1 – Transmittal Letter

PROPOSER shall submit a completed Proposal Form 1 – Transmittal Letter acknowledging, among other things, that the PROPOSER has completely reviewed, understands, and agrees to be bound by the requirements of this RFP. The Proposal Transmittal Letter shall be signed by a representative of the PROPOSER who is empowered to sign it and to commit the PROPOSER to the obligations contained in the Proposal.

2.3.2 Proposal Form 2 – Price Proposal

- a) PROPOSER shall submit a completed Proposal Form 2 – Price Proposal. The quantities used in the Proposal Form 2 – Price Proposal are estimated. PROPOSER shall provide a price on every item to be considered in the evaluation of his/her submittal.*
- b) The TOWN reserves the right to request: additional pricing, explanations for any out-of-balance pricing, explanations for any pricing it deems too low or too high, and to negotiate a best and final price with the highest ranked PROPOSER(S).*
- c) PROPOSERS price proposal shall be inclusive of service and disposal fees.*

2.3.3 Proposal Form 3 – Non-Collusion Affidavit

PROPOSER shall provide a completed Proposal Form 3 – Non-Collusive Affidavit as described in Part I, Section 12 – Non-Collusion Affidavit.

2.3.4 Proposal Form 4 – Drug-Free Workplace

PROPOSER shall provide a completed Proposal Form 4 – Drug-Free Workplace.

2.3.5 Proposal Form 5 – Certification of Business Location

PROPOSER shall provide a completed Proposal Form 5 – Certification of Business Location.

2.3.6 Proposal Form 6 – Qualification Statement

PROPOSER shall provide a completed Proposal Form 6 – Qualification Statement

2.3.7 Proposal Form 7 – Operational Plan

PROPOSER shall provide a completed Proposal Form 7 – Operational Plan



On the following pages, Waste Pro has provided the requested forms, including:

1. Proposal Form 1 – Transmittal Letter
2. Proposal Form 2 – Price Proposal
3. Proposal Form 3 – Non-Collusion Affidavit
4. Proposal Form 4 – Drug-Free Workplace
5. Proposal Form 5 – Certification of Business Location
6. Proposal Form 6 – Qualification Statement
7. Proposal Form 7 – Operational Plan

**PART V
PROPOSAL FORMS**

The following Proposal Forms are included:

Proposal Form 1 – Transmittal Letter

Proposal Form 2 – Price Proposal

Proposal Form 3 – Non-Collusion Affidavit

Proposal Form 4 – Drug-Free Workplace

Proposal Form 5 – Certification of Business Location

Proposal Form 6 – Qualification Statement

Proposal Form 7– Operational Plan

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PROPOSAL FORM 1 – TRANSMITTAL LETTER

(To be typed on PROPOSER'S Letterhead)

[Date]

Ms. Erika Petersen
Town Clerk
Town of Manalapan
600 South Ocean Boulevard
Manalapan, Florida 33462

Dear Ms. Petersen:
Waste Pro of Florida Inc. (PROPOSER) hereby submits its Proposal in response to the Request for Proposal (RFP) for **Solid Waste and Recycling Collection Services for the Town of Manalapan** issued by the Town of Manalapan (TOWN) in **August 2025**.

As a duly authorized representative of the PROPOSER, I hereby certify, represent and warrant, on behalf of the PROPOSER team, as follows in connection with the Proposal:

1. The PROPOSER acknowledges receipt of the RFP and the following Addenda:

<u>No.</u>		<u>Date</u>
1		0825/2025
2	/ 3	08/26/2025 / 09/03/2025

2. The submittal of the Proposal has been duly authorized by, and in all respects is binding upon, the PROPOSER.
3. All information and statements contained in the Proposal are current, correct and complete, and are made with full knowledge that the TOWN will rely on such information and statements in qualifying PROPOSER.
4. The PROPOSER certifies under penalties of perjury that the RFP has been prepared and is submitted in good faith without collusion, fraud or any other action with any other person taken in restraint of free and open competition for the services contemplated by the RFP. As used in this Proposal Form, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.
5. The PROPOSER is not currently suspended or debarred from doing business with any governmental entity.
6. The PROPOSER has reviewed all of the engagements and pending engagements of the PROPOSER, and no potential exists for any conflict of interest or unfair advantage.
7. No person or selling agency has been employed or retained to solicit the award of the Agreement under an arrangement for a commission, percentage, brokerage or contingency fee or on any other success fee basis, except bona fide employees of the PROPOSER.

8. The principal contact person who will serve as the interface between the TOWN and the PROPOSER for all communications is:

Name: Kenneth Skaggs
Title: Regional Vice President
Mailing Address: 7329 7th PL N, West Palm Beach, Florida 33411
Phone: 407-630-3167
Fax: 561-688-8914
E-mail: kskaggs@wasteprousa.com

The PROPOSER has carefully examined all documents constituting the RFP and the addenda thereto and, being familiar with the work and the conditions affecting the work contemplated by the RFP and such addenda, offers to furnish all labor, materials, supplies, equipment, facilities and services which are necessary, proper or incidental to carry out such work as required by and in strict accordance with this RFP and the Proposal.

Waste Pro of Florida Inc.

Name of PROPOSER

Kenneth Skaggs

Print Name of Designated Signatory

Kenneth Skaggs
Signature

Regional Vice President

Title

State of FLORIDA

County of BROWARD

On this 4 day of September, 2025, before me appeared Kenneth Skaggs
personally known to me to be the person described in and who executed this document
and acknowledged that (she/he) signed the same freely and voluntarily for the uses and purposes therein described.

In witness thereof, I have hereunto set my hand and affixed my official seal the day and year last written above.

Caroline
Signature

Notary Public in and for the State of FLORIDA

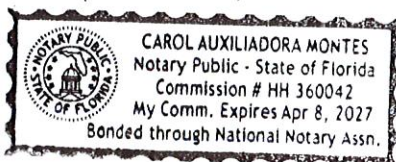
Carol Auxiliadora Montes

(Name printed)

Residing at 17302 PINES BLVD, Pembroke Pines, FL

My commission expires 4/8/2027

(Affix Seal here)



PROPOSAL FORM 2 – PRICE PROPOSAL

SOLID WASTE AND RECYCLING COLLECTION SERVICES – TOWN OF MANALAPAN

THE UNDERSIGNED PROPOSER, having familiarized itself with the specifications in the Invitation to Propose, and all laws, regulations and other factors affecting performance of the work, and having satisfied itself of the expense and difficulties attended in the performance of a contract, **HEREBY PROPOSES AND AGREES**, if this Proposal No. 25-004 Solid Waste and Recycling Collection Services is accepted, to enter into a contract to perform under all terms and conditions as stated herein for the following price:

SERVICE AREA				
RESIDENTIAL	UNIT COST PER MONTH (in words) (numbers)	UNIT	ESTIMATED NO. UNITS ***	EXTENSION (numbers)
a. Solid Waste - Curbside two (2) times per week	DOLLARS (\$ 12.68)	DWELLING	232	\$ 2,872.16
b. Recycling - Curbside two (2) times per week	DOLLARS (\$ 2.73)	DWELLING	232	\$ 633.36
c. Vegetative - Curbside one (1) time per week	DOLLARS (\$ 2.34)	DWELLING	232	\$ 563.76
d. Bulk - Curbside one (1) time per week	DOLLARS (\$ 1.76)	DWELLING	232	\$ 408.37
e. C&D - Billed directly to customer (not included in scoring)	Haul \$275.00 Disposal \$71.00 per ton DOLLARS (\$ 71.00)	DWELLING	As needed	\$ 71.00
f. Roll-Off - Billed directly to customer (not included in scoring)	Haul \$275.00 Disposal \$71.00 per ton DOLLARS (\$ 275.00)	DWELLING	As needed	\$ 275.00
g. Additional Services (not included in scoring)	DOLLARS (\$ 150.00)	DWELLING	As needed	\$ 150.00
RESIDENTIAL TOTAL MONTHLY COST				\$ 4,477.65
				Multiply by Twelve (12)
TOTAL ANNUAL RESIDENTIAL PROPOSAL				\$ 53,731.80

** The norm for residential solid waste containerized collection service is two (2) times per week; however, frequency of service may be varied as specified in Section 4.B of the Franchise Agreement.

EXHIBIT B

APPROVED RATE SCHEDULE
FY 2025-2026 MONTHLY RATES RESIDENTIAL

COLLECTION (PER UNIT)

Services	Curbside Service
Solid Waste	\$ <u>12.68</u> (2x/wk)
Recycling	\$ <u>2.73</u> (2x/wk)
Vegetative	\$ <u>2.43</u> (1x/wk)
Bulk	\$ <u>1.76</u> (1x/wk)
Construction and Demolition (C&D)	\$ <u>71.00</u> (As needed) per ton
Roll-Off	\$ <u>275.00</u> (As needed)
Additional Services	\$ <u>150.00</u> (As needed)
Total:	\$ <u>19.51</u>

PROPOSAL FORM 3 – NON-COLLUSION AFFIDAVIT

State of Florida

County of West Palm Beach County

Being duly sworn deposes and says:

That she/he is an officer of the parties making the foregoing Proposal, that such Proposal is genuine and not collusive or sham; that said PROPOSER has not colluded, conspired, connived or agreed, directly or indirectly with any PROPOSER or person, to put in a sham bid or to refrain from bidding and has not in any manner, directly, or indirectly, sought by agreement or collusion or communication or conference with any person, to fix the price or affiant or any other PROPOSER, or to fix any overhead, profit or cost element of said price, or that of any other PROPOSER, or to secure any advantage against the TOWN, or any person interested in the proposed contract and that all statements in said Proposal are true.

Waste Pro of Florida Inc.
Name of PROPOSER

Kenneth Skaggs
Print Name of Designated Signatory

Kenneth Skaggs
Signature

Regional Vice President
Title

On this 4 day of September, 2025, before me appeared Kenneth Skaggs
personally known to me to be the person described in and who executed this Document
and acknowledged that (she/he) signed the same freely and voluntarily for the uses and purposes therein described.

In witness thereof, I have hereunto set my hand and affixed my official seal the day and year last written above.

Carol Auxiliadora Montes
Signature

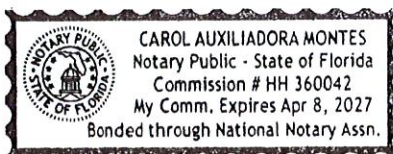
Notary Public in and for the State of Florida

Carol Auxiliadora Montes
(Name printed)

Residing at 1302 Pines Blvd, Pembroke Pines, FL

My commission expires 4/8/2027

(Affix Seal here)



PROPOSAL FORM 4 – DRUG-FREE WORKPLACE

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

Waste Pro of Florida Inc. does:
(Name of Business)

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 State or any state, for a violation occurring in the workplace no later than five (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.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Kenneth Skaggs / Regional Vice President

Print Name of Designated Signatory



Signature

09/04/2025

Date

PROPOSAL FORM 5 - CERTIFICATION OF BUSINESS LOCATION (Per Section 2.9)

I. PROPOSER is a:

XXX

Local Business: A local business has a permanent place of business in Palm Beach County.

(Please indicate):

XXX

Headquarters located in Palm Beach County

XXX

Permanent office or other site located in Palm Beach County from which the PROPOSER will produce a substantial portion of the goods and/or services.

II. The attached copy of PROPOSER'S County Business Tax Receipt verifies PROPOSER'S permanent place of business.

THIS CERTIFICATION is submitted by Kenneth Skaggs, as
(Name of Individual)

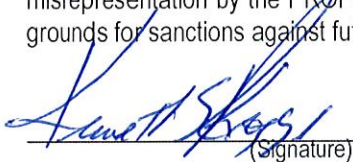
Regional Vice President

(Title/Position)

, of Waste Pro of Florida Inc.

(Firm Name of PROPOSER)

Who hereby certifies that the information stated above is true and correct and that the Palm Beach County Business Tax Receipt is a true and correct copy of the original receipt. Further, it is hereby acknowledged that any misrepresentation by the PROPOSER on this Certification will be considered an unethical business practice and be grounds for sanctions against future TOWN business with the PROPOSER.


(Signature)

09/04/2025

(Date)

PROPOSAL FORM 6 - QUALIFICATION STATEMENT

PROPOSER'S QUALIFICATION STATEMENT

THE UNDERSIGNED CERTIFIES UNDER OATH THE TRUTH AND CORRECTNESS OF ALL STATEMENTS AND OF ALL ANSWERS TO QUESTIONS MADE HEREINAFTER:

SUBMITTED TO: TOWN OF MANALAPAN
600 SOUTH OCEAN BOULEVARD
MANALAPAN, FLORIDA 33462

SUBMITTED BY:	CHECK ONE	
NAME: <u>Kenneth Skaggs</u>	CORPORATION:	<input checked="" type="checkbox"/>
ADDRESS: <u>7329 7th PL N</u>	PARTNERSHIP:	<input type="checkbox"/>
City, STATE, ZIP: <u>West Palm Beach, Florida 33411</u>	INDIVIDUAL:	<input type="checkbox"/>
FEDERAL IDENTIFICATION NUMBER (FID) <u>59-3701785</u>	OTHER*	<input type="checkbox"/> _____

(* IF OTHER IS BEING CHECKED, PLEASE PROVIDE SUPPORTING DOCUMENTATION TO VALIDATE THE LEGALITY OF THE FIRM)

1. STATE THE TRUE, EXACT, CORRECT AND COMPLETE NAME OF THE PARTNERSHIP, TRADE OR FICTITIOUS NAME UNDER WHICH YOU DO BUSINESS AND THE ADDRESS OF THE PLACE OF BUSINESS.

THE CORRECT NAME OF THE PROPOSER IS:
Waste Pro of Florida Inc.

THE ADDRESS OF THE PRINCIPAL PLACE OF BUSINESS IS:
2101 W State Rd 434, Longwood, FL 32779

2. IF PROPOSER IS CORPORATION, ANSWER THE FOLLOWING:

- a. DATE OF INCORPORATION: 01/05/2001
- b. STATE OF INCORPORATION: Florida
- c. PRESIDENT'S NAME: Sean Jennings
- d. VICE PRESIDENT'S NAME: Keith Banasiak
- e. SECRETARY'S NAME: Sean Jennings
- f. TREASURER'S NAME: Cort Sabina
- g. NAME AND ADDRESS OF RESIDENT AGENT: Malenie Velez, 2101 W State Rd 434, Longwood, FL 32779

3. IF PROPOSER IS AN INDIVIDUAL OR A PARTNERSHIP, ANSWER THE FOLLOWING:

- a. DATE OF ORGANIZATION: _____
- b. NAME, ADDRESS AND OWNERSHIP UNITS OF ALL PARTNERS: N/A
- c. STATE WHETHER GENERAL OR LIMITED PARTNERSHIP: _____

PROPOSAL FORM 6 - QUALIFICATION STATEMENT

4. IF **PROPOSER** IS OTHER THAN AN INDIVIDUAL, CORPORATION OR PARTNERSHIP, DESCRIBE THE ORGANIZATION AND GIVE THE NAME AND ADDRESS OF PRINCIPALS:

N/A

5. IF **PROPOSER** IS OPERATING UNDER A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH THE FLORIDA FICTITIOUS NAME STATUTE.

N/A

6. HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS UNDER ITS PRESENT BUSINESS NAME?

UNDER WHAT OTHER FORMER NAMES HAS YOUR ORGANIZATION OPERATED?

24 years

7. INDICATE REGISTRATION, LICENSE NUMBERS OR CERTIFICATE NUMBERS FOR THE BUSINESSES OR PROFESSIONS, WHICH ARE THE SUBJECT OF THIS RFP SOLICITATION. PLEASE ATTACH CERTIFICATE OF COMPETENCY AND/OR STATE REGISTRATION.

BTR, SWA Permit, Sunbiz, WPB License

SEE DOCUMENT ATTACHED

8. PROVIDE A NARRATIVE OF FIRM'S SAFETY PROGRAM, QUALITY ASSURANCE/QUALITY CONTROL MANAGEMENT METHODS.

See document attached

9. LIST AND DESCRIBE ALL BANKRUPTCY PETITIONS (VOLUNTARY OR INVOLUNTARY) WHICH HAVE BEEN FILED BY OR AGAINST THE **PROPOSER**, ITS PARENT OR SUBSIDIARIES OR PREDECESSOR ORGANIZATIONS DURING THE PAST FIVE (5) YEARS. INCLUDE IN THE DESCRIPTION, THE DISPOSITION OF EACH SUCH PETITION.

None

10. PROVIDE A SUMMARY OF ANY LITIGATION FILED AGAINST THE **PROPOSER** IN THE PAST THREE YEARS WHICH IS RELATED TO THE SERVICES THAT **PROPOSER** PROVIDES IN THE REGULAR COURSE OF BUSINESS. THE SUMMARY SHALL STATE THE NATURE OF THE LITIGATION, A BRIEF DESCRIPTION OF THE CASE, THE OUTCOME OR PROJECTED OUTCOME, AND THE MONETARY AMOUNTS INVOLVED.

See document attached

PROPOSAL FORM 6 - QUALIFICATION STATEMENT

11. LIST AND DESCRIBE ANY DISCIPLINARY ACTION, ADMINISTRATIVE PROCEEDING, MALPRACTICE CLAIM OR OTHER LIKE PROCEEDING AGAINST YOUR FIRM OR ANY OF ITS LAWYERS, WHETHER CURRENT OR PENDING, AS WELL AS ANY SUCH ACTION, PROCEEDING OR CLAIM OCCURRING DURING THE LAST FIVE (5) YEARS.

See document attached

12. HAS THE PROPOSER, ITS PRINCIPALS, OFFICERS OR PREDECESSORS' ORGANIZATION(S) BEEN CONVICTED OF A PUBLIC ENTITY CRIME, DEBARRED OR SUSPENDED FROM BIDDING BY ANY GOVERNMENTAL ENTITY DURING THE LAST FIVE (5) YEARS? IF SO, PROVIDE DETAILS.

None

13. Has the PROPOSER in the past four (4) years, been rendered a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the PROPOSER discriminated against its subcontractors, vendors, suppliers or commercial customers? If yes, PROPOSER shall provide a list of all instances to include but not limited to; description of the status or resolution of the complaint, including any remedial action taken. (Attach additional sheets as necessary)

See document attached

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS' STATEMENT SHALL BE RELIED UPON BY THE Town of Manalapan (TOWN), IN AWARDED THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE TOWN TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

(SIGNED): 

(PRINTED NAME): Kenneth Skaggs

(TITLE): Regional Vice President

Form 6

Answer to Questions

10. PROVIDE A SUMMARY OF ANY LITIGATION FILED AGAINST THE PROPOSER IN THE PAST THREE YEARS WHICH IS RELATED TO THE SERVICES THAT PROPOSER PROVIDES IN THE REGULAR COURSE OF BUSINESS. THE SUMMARY SHALL STATE THE NATURE OF THE LITIGATION, A BRIEF DESCRIPTION OF THE CASE, THE OUTCOME OR PROJECTED OUTCOME, AND THE MONETARY AMOUNTS INVOLVED.

City of Port St. Lucie v. Waste Pro of Florida, Inc., pending in the Circuit Court of Nineteenth Judicial Circuit in and for St. Lucie County, Florida

Summary: In 2021, Port St. Lucie filed a declaratory relief action against Waste Pro seeking a declaration that Waste Pro's declaration of an event of force majeure did not fall within the terms of the contract. Waste Pro had declared an event of force majeure after the Delta variant caused an increase in Covid-19 cases creating workforce issues for Waste Pro. Port St. Lucie later amended to bring anticipatory breach and breach of contract claims. Due to claimed performance issues, Waste Pro had nearly \$2 million in liquidated damages withheld by Port St. Lucie. Port St. Lucie also made a claim against Waste Pro's performance bond, although no amounts were paid out by the surety. Waste Pro believes that the withheld amounts were punitive and not reasonably related to any costs expended by Port St. Lucie. After attempting to resolve the issues at mediation, Waste Pro terminated the contract and counter-sued to recover the amounts it believes were improperly withheld. The action is currently pending.

11. LIST AND DESCRIBE ANY DISCIPLINARY ACTION, ADMINISTRATIVE PROCEEDING, MALPRACTICE CLAIM OR OTHER LIKE PROCEEDING AGAINST YOUR FIRM OR ANY OF ITS LAWYERS, WHETHER CURRENT OR PENDING, AS WELL AS ANY SUCH ACTION, PROCEEDING OR CLAIM OCCURRING DURING THE LAST FIVE (5) YEARS.

None

12. HAS THE PROPOSER, ITS PRINCIPALS, OFFICERS OR PREDECESSORS' ORGANIZATION(S) BEEN CONVICTED OF A PUBLIC ENTITY CRIME, DEBARRED OR SUSPENDED FROM BIDDING BY ANY GOVERNMENTAL ENTITY DURING THE LAST FIVE (5) YEARS? IF SO, PROVIDE DETAILS.

None

13. Has the PROPOSER in the past four (4) years, been rendered a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the PROPOSER discriminated against its subcontractors, vendors, suppliers or commercial customers? If yes, PROPOSER shall provide a list of all instances to include but not limited to; description of the status or resolution of the complaint, including any remedial action taken. (Attach additional sheets as necessary)

None

PROPOSAL FORM 7 – OPERATIONAL PLAN – *Please include drivers and helpers*

Proposed earliest start date: Waste Pro can start services within two weeks of council approval

RESIDENTIAL CURBSIDE

Description	Number of Assets/Employees
Supervisors	1
Solid Waste Vehicles	1
Solid Waste Employees	2
Yard Waste Vehicles	1
Yard Waste Employees	2
Recycling Vehicles	1
Recycling Employees	2

Please describe vehicle type and load capacity for vehicles listed above:

2023 Autocar diesel rear load garbage truck Mcneilus for solid waste/bulk and veg - 25 cubic yards

2022 Mack diesel split body recycling truck Mcneilus for recycling – 25 cubic yards

POWER OF ATTORNEY

This Power of Attorney made this 8 day of September 2025, I, Sean M. Jennings, President, CEO and Secretary of Waste Pro of Florida, Inc., hereby appoint, Kenneth Skaggs, Regional Vice President, to do, bind, and execute the following on behalf of Waste Pro of Florida, Inc.

1. Execute, bid, and deliver any documents related to Town of Manalapan – Request for Proposals for Solid Waste and Recycling Collection Services – RFP No.: 25-004, including any addendums.
2. This Power of Attorney is intended to grant broad powers to Kenneth Skaggs to execute documents in this matter.

This Power of Attorney is to remain in full force and effect until written revocation by an officer of Waste Pro of Florida, Inc.

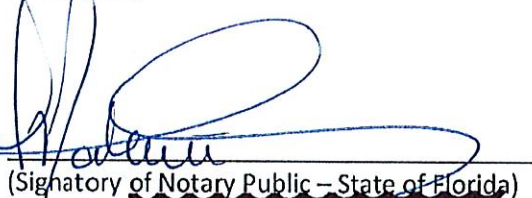


SIGNATURE of Sean M. Jennings
President, CEO and Secretary of Waste Pro of Florida, Inc.

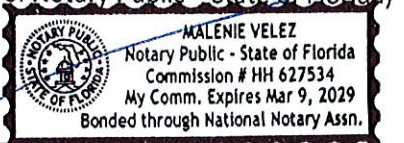
STATE OF FLORIDA

COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me by means of X physical presence or ___ online notarization, this 8 day of September 2025, by Sean M. Jennings, CEO and President of Waste Pro of Florida, Inc.



(Signatory of Notary Public – State of Florida)



(Name of Notary Public)

Personally Known X or produced Identification _____ Type of
Identification Produced _____



TAB 2

MINIMUM REQUIREMENTS



Waste Pro keeps it simple



Waste Pro USA Inc. CEO John J. Jennings said he believes in maintaining the company's core values even as his Longwood, Fla.-based solid waste management company continues to rapidly expand.

By Jim Johnson

Waste Pro USA Inc. is far from the single-truck operation that started a decade ago. With sales topping \$400 million annually, the company now has operations in seven southern states, running more than 1,400 trucks, employing 2,400 people and servicing 1.4 million customers.

locations to maintain and promote company beliefs.

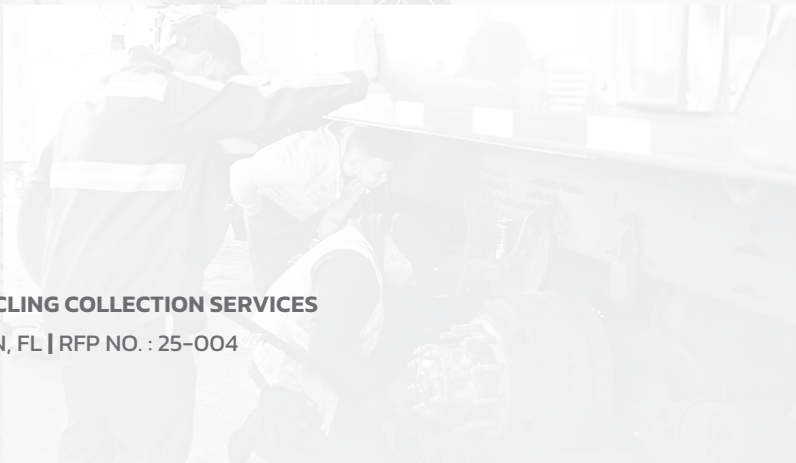
"As we grow, we want to make sure that we're able to maintain and keep that active culture going that really has been a part of our success," Jennings said.

"I started the company really with the idea of keeping it simple. And what do we really mean by that? We mean, don't overcomplicate it."

been working with Jennings for about a quarter of a century in the trash business, even before the creation of Waste Pro.

Traveling from his home base of Athens, Ga., Wood will hit the road a week or two at a time to talk to employees about company culture.

"We do believe that our employees are



SOLID WASTE & RECYCLING COLLECTION SERVICES
TOWN OF MANALAPAN, FL | RFP NO. : 25-004



Tab 2: Minimum Requirements

2.4 Minimum Requirements

The PROPOSER shall substantiate in its submittal that it meets or exceeds the following minimum requirements.

Failure to do so may be cause for disqualification of its submittal:

a. PROPOSER must have a demonstrated comprehensive understanding in areas listed in this RFP. Understanding and previous experience are essential criteria in the qualifying process;

b. PROPOSER'S personnel and management to be utilized for the services described in this RFP shall be knowledgeable in their areas of expertise. The TOWN reserves the right to perform investigations as may be deemed necessary to insure that competent persons will be utilized in the performance of the contract.

Waste Pro of Florida has been providing waste collection and disposal services since 2001. As a privately-owned, family-operated business headquartered in Longwood, we are proud to call Florida home. Waste Pro is currently one of the **largest providers of exclusive residential solid waste services in the state** and the **second largest privately-owned company in Central Florida**. Our widespread presence in Florida combined with our exemplary service record are indicative of the value we place on our relationships with our local partners. Waste Pro currently operates in 61 of Florida's 67 counties. We provide solid waste collection services in Florida through 120 exclusive franchised municipal contracts.

Waste Pro and our personnel have the necessary understanding and experience to provide solid waste, yard waste, recycling, and bulk items collection to the Town of Manalapan as requested in the RFP. **Please see Tab 3: Management Experience and Operational Plan for a detailed substantiation and outline of our experience as well as our personnel's experience.**



TAB 3

MANAGEMENT EXPERIENCE & OPERATIONAL PLAN

A. MANAGEMENT EXPERIENCE

B. OPERATIONAL PLAN



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By Jim Johnson

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been working with Jennings for about a quarter of a century in the trash business, even before the creation of Waste Pro.

Traveling from his home base of Athens, Ga., Wood will hit the road a week or two at a time to talk to employees about company culture.

He also believes that one employee can



SOLID WASTE & RECYCLING COLLECTION SERVICES

TOWN OF MANALAPAN, FL | RFP NO. : 25-004

Tab 3: Management Experience and Operational Plan

Management Experience

Proposer's Credentials

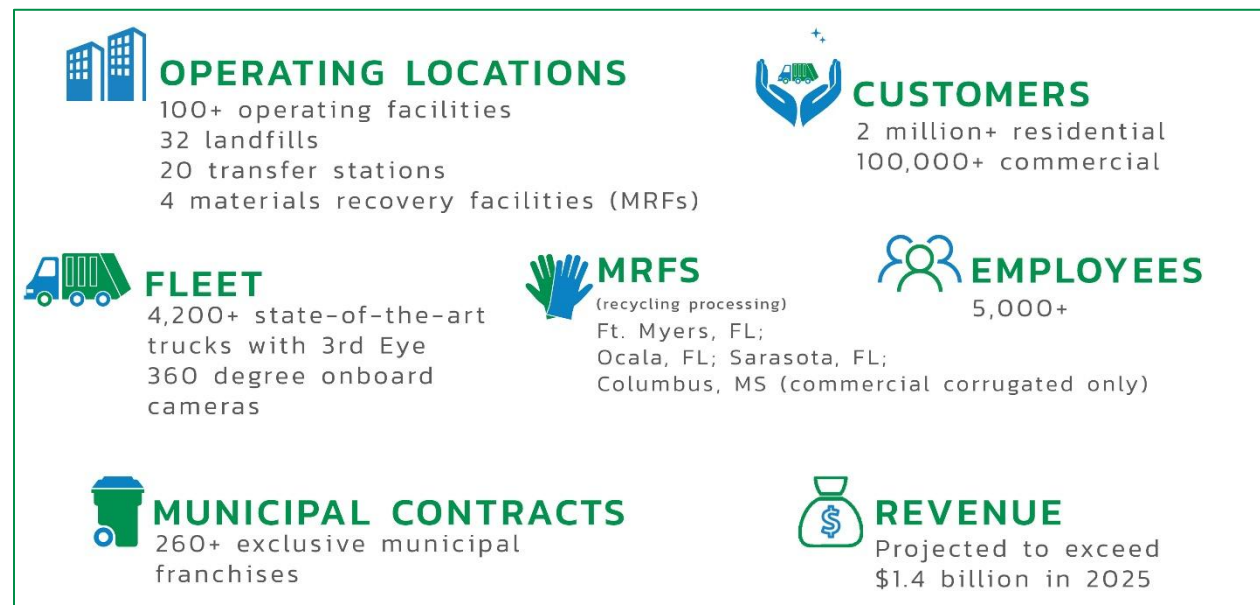
a. PROPOSER'S Credentials: Details on the qualifications of the firm, including a brief history of the firm, documentation of the firm's experience providing solid waste, recycling, and vegetative waste collection services similar to those requested in this RFP and the number of years in business. Qualifications for all sub-contractor(s) should also be included in this section;

For more than 20 years, Waste Pro has been partnering with communities across the Southeast to provide value-driven solid waste services. Founded in 2001 by industry legend John J. Jennings, Waste Pro is known as a "people" company because our employees and customers work hand-in-hand to create a "Distinguishable Difference" in the waste industry. Our focus on long-term local relationships drives our commitment to creating sustainable, cost-effective waste and recycling solutions for cities, Towns, and counties such as the Town of Manalapan, RFP 2025-004.

Waste Pro is headquartered in Longwood, Florida, and is managed by the most experienced team of professionals in the Southeastern United States. **Under two generations of Jennings leadership, Waste Pro has grown to become one of the country's largest privately-owned waste collection, recycling, and disposal companies.** Today, as a result of two decades of organic and strategic growth, annual revenues are projected to exceed \$1.4 billion in 2025.

Waste Pro has been serving municipal customers in Florida since 2001. We are proud of our partnerships across the state, including our role as the exclusive hauler for the state's largest public university, the University of Central Florida.

WASTE PRO BY THE NUMBERS



Waste Pro's Family Legacy

John Jennings, the son of a garbageman on Long Island, started his first waste collection company in 1973. He had no notion of how large the company might become, but his mission was simple: **to distinguish himself from the competition by providing the best possible service for his customers.** Fifty years later, the Jennings family continues to live and lead by this philosophy.

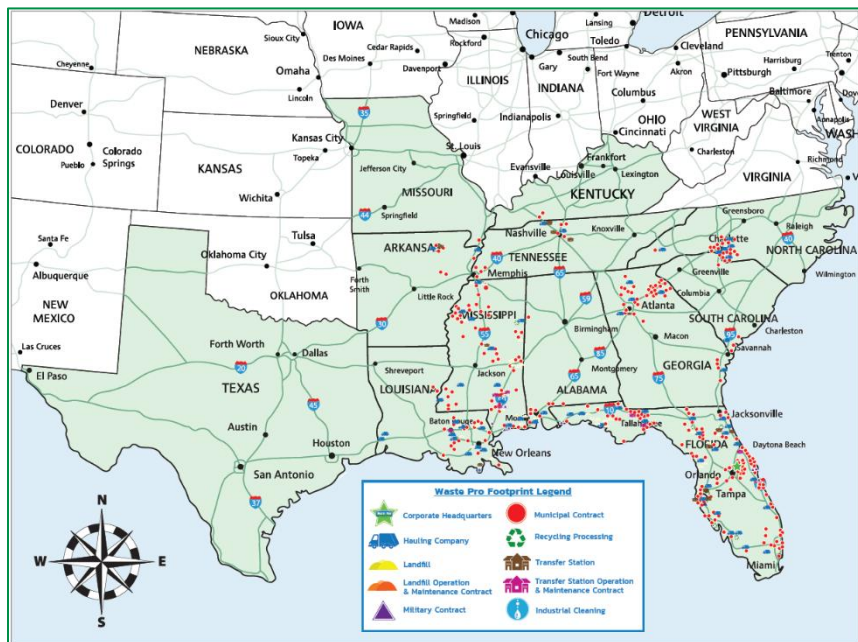
1973	John Jennings moves to Florida and breaks into the business by acquiring Pete's Garbage Service, starting with one truck. For the next two decades, he grows his presence in the Central Florida market, builds his reputation, and becomes a recognized leader in the industry.
1992	Jennings starts his first name-sake company: Jennings Environmental Services.
1996	As the result of a long-standing professional friendship between John Jennings and John Drury, Chairman and CEO of USA Waste Services, Inc., Jennings Environmental becomes first-tier subsidiary of USA in Florida and the Caribbean. Commanding a management team composed of many of Waste Pro's current leaders, Jennings oversees more than 160 municipal contracts.
1998	Jennings Environmental and USA experience rapid growth, leading to USA's acquisition of Waste Management, Inc. Because Waste Management dwarfs USA in size, the board of directors elects to change the USA name to Waste Management.
2000	Because they prefer to deal with local vendors and to facilitate personal connections with employees and their families, the Jennings Team operates differently from the bureaucratic makeup of a big national company. The entire Jennings Team decides to leave Waste Management to preserve their people-centric philosophy.
2001	Waste Pro begins operations. In the 20+ years since, Waste Pro has grown from a single operating location to a footprint across 12 states by sticking true to John Jennings's vision: <i>To create a more sustainable future through a mix of innovative, premium waste management solutions and back-to-basics investment in local relationships with our community partners.</i>
2018	The family legacy continues as Sean Jennings is named Waste Pro President.
2020	Sean Jennings is named Waste Pro CEO. Industry veteran and long-time Waste Pro VP Keith Banasiak is named COO.

Today, John's son Sean carries on the family legacy as a third-generation garbage man. With a lifetime of industry knowledge and over a decade of experience in operations and management, Sean Jennings has been Waste Pro President since 2018 and was named CEO in 2020. Waste Pro veteran Keith Banasiak was also named Chief Operating Officer in 2020, bringing nearly 40 years of management experience in the industry to the role. Much of our current leadership has been with Waste Pro for the long haul,

invested in building the company from its earliest days. John Jennings maintains his dedication to Waste Pro's mission and future direction as Executive Board Chairman.

Waste Pro Partners with Communities in Florida and Across the Southeast

Waste Pro maintains exclusive contracts with more than 260 cities and counties in Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, Missouri, North Carolina, South Carolina, Tennessee, Kentucky, and Texas. Waste Pro operates out of 100 locations, including more than 50 in Florida.







Across our footprint, we serve **more than two million residential customers** and **more than 100,000 businesses**. Waste Pro owns and operates **Material Recovery Facilities** in Ocala, FL; Ft. Myers, FL; Sarasota-Bradenton, FL; and Columbus, MS (commercial corrugated only). We also operate more than two dozen **construction and debris landfills** that have been of critical help to communities rebuilding after major storms.

The more than **4,200 heavy trucks in our fleet** (including many powered by CNG, compressed natural gas) are built for longevity. While we know that our drivers are our greatest safety and service asset, Waste Pro has invested in state-of-the-art truck-based and routing technologies to assist our teams in providing safe, efficient, and environmentally-friendly service.

We are proud to be based in Central Florida, where we have the distinction of being the region's second largest privately-owned company. Waste Pro is also one of the state's largest providers of exclusive residential solid waste services. In Florida, Waste Pro currently services municipalities as small as LaCrosse, with 58 homes, and municipalities as large as Lee County, where we provide service to approximately 140,000 homes.

Waste Pro of Florida at a Glance

-  **120** exclusive municipal contracts
-  **33** hauling companies
-  **1.6M+** residential customers serviced
-  **61** of Florida's **67** counties

As our references will show, we currently provide franchised residential collection to a number of Florida municipalities similar in size to the Town of Manalapan, including the nearby City of Atlantis and Town of Lantana.

This local knowledge and experience will drive our partnership with the Town of Manalapan as we focus on the unique needs of your residents.



Our Town of Manalapan team fully understands the scope of work that is specified for the RFP 25-004 Solid Waste and Recycling Collection Services. Across our 12-state footprint, Waste Pro provides a range of single-family residential, multi-family residential, and commercial services to our municipal partners, including:

- ✓ Garbage Service
- ✓ Yard Waste Service
- ✓ Recycling Service (Single and Dual Stream)
- ✓ Bulk Waste Service
- ✓ Construction Debris Removal
- ✓ Fully or Semi-Automated Service
- ✓ Waste Transfer and Disposal
- ✓ Recyclables Processing and Marketing
- ✓ Special Event Service

Our Local Commitment to World-Class Service

Waste Pro's key to providing premium, people-focused service is empowered local leadership. Our surprisingly lean corporate management team is focused on one function: supporting the regions in operations, administration, and marketing. Waste Pro's local operations are managed by a highly experienced team of Regional Vice Presidents, Divisional Vice Presidents, Division Managers, and support staff. These regional teams are mandated to make decisions about local service plans. **Waste Pro's decentralized management structure is designed to benefit our municipal partners: our local teams have the operational agility to respond to local needs without going through layers of corporate approvals.**

For Waste Pro, "local teams" are truly local. When a resident picks up the phone to call us, the person on the other end is right down the road of the Town. They know the ins and outs of your services, streets, and daily operations.

When it comes to serving our municipal partners, Waste Pro also understands that **our drivers and helpers are the heart and the local face of our operations.** They are encouraged to "go the extra mile" for our customers, and we reward these efforts:

Waste Pro incentivizes safety and customer service by offering our drivers an industry-high \$10,000 Safety Award and our helpers a \$5,000 Safety Award. Since 2004, more than 1050 drivers and helpers combined have earned over \$10 million in Safety Awards—30+ of them repeat winners.

We invest in career advancement. Our **Co-Heart Program** has allowed 500+ employees to earn their CDL through our DOT-certified in-house training. These newly-licensed employees—already experienced industry veterans—further build our team of talented drivers from within.

From our corporate management to our local leadership and staff, Waste Pro employees are taught the **Waste Pro Way: From the end of the driveway to the environment, Waste Pro has a commitment to caring.** Our mission is simple: we care for our people, who care for the people we serve. We are committed to helping our Waste Pros build fulfilling, balanced, lifelong careers, and this commitment is then reflected in the service our Waste Pros provide to our customers.



Innovating Today, Caring for Tomorrow

Since our founding in 2001, protecting the environment by providing innovative waste management solutions has been one of Waste Pro's core commitments. This commitment is reflected in everything we do, from our daily operations and our investments in new technology to the colors we paint our trucks and cans. Waste Pro's colors are both an aspiration and our environmental promise: **Blue Sky, Green Earth.**

But for Waste Pro, sustainability is more than working to reduce our company's impact on the environment. It is also about building long-lasting relationships with our customers, recognizing and taking care of our highly committed employees by helping them build long-term careers with work-life balance, and investing in the communities in which we operate.

As a family-run business, our commitment to environmental stewardship and sustainable, long-term partnerships is not just a business commitment. It's our promise to our children—and yours.

Expertise of Designated Staff

b. Expertise of Designated Staff: Describe the qualifications and experience of personnel that will provide these services including demonstrated knowledge and understanding of the types of services to be performed; previous experience in similar or related work, local codes, laws and regulations governing the work;

At Waste Pro, we believe people make the difference. We know that cleaner streets and superior service start with our division leadership, drivers, technicians, route supervisors, and customer service staff. **And for Waste Pro, these "local teams" are truly local.** We have been part of the Palm Beach County community, serving customers in the County from our West Palm Division office for over 20 years. Our employees live and work alongside our local customers, and we are proud to be part of the fabric of the local community.

Waste Pro leadership at our West Palm hauling facility and in the Southeast Region is the best in the business, with over 75 years of combined experience in the solid waste industry. This experienced service team will ensure that right from the start, the Town of Manalapan receives our local commitment to world-class service.

These individuals currently support our operations in the Town of Lantana and City of Atlantis, Palm Beach County (SWA), and will use their firsthand knowledge of the Town of Manalapan and its unique service needs to oversee our contract startup and day-to-day operations.

At Waste Pro, local leadership is supported by a highly decentralized corporate structure. **In our experience, empowerment of local decision-makers yields customized operations and the safest, most efficient services for our municipal partners.**

The brief resumes below describe the qualifications of our local and regional leadership and corporate support professionals.

John Jennings, Executive Board Chairman, Founder

jjennings@wasteprousa.com

John J. Jennings is the founder and visionary behind Waste Pro USA. His father, Michael Jennings, was an Irish immigrant who worked as a garbage man on Long Island and taught his son the importance of a diligent work ethic. The lessons he learned from his father translated into what is now Waste Pro's mission: to create more sustainable, cost-effective waste and recycling solutions. After moving to Florida, he started in the industry at the bottom and worked his way up, eventually starting his own company, Jennings Environmental Services, which became the largest privately owned waste disposal company in Central Florida. Waste Pro, as we know it today, was created in 2001. In 2020, John Jennings passed the torch to his son, Sean, to become President & CEO. He remains Executive Board Chairman and an active part of the company's leadership team. Jennings has been recognized as one of Florida Trend's 500 most influential business leaders in 2018, 2019, 2020, and 2021. Recognized continuously for his contributions to the solid waste and recycling industry and as a pioneer in entrepreneurship, in 2011 he was unanimously elected to the National Waste and Recycling Association Hall of Fame.



Sean Jennings, President and CEO

sjennings@wasteprousa.com

Sean Jennings, son of Waste Pro Founder John Jennings, is a third-generation garbage man who joined his father in all aspects of the garbage business throughout his youth before officially joining the industry in 2012. Following graduation from the University of Alabama, where he majored in finance and minored in economics, he spent a year working in collection and landfill disposal in Costa Rica. When Jennings returned to the United States, he worked in operations and landfill construction in Georgia and Mississippi before joining Waste Pro in 2014 as Division Manager of the Tampa-Clearwater area. He then assumed the management role at the company's Sarasota/Bradenton Division in 2016. As Division Manager, Jennings led the charge to build a compressed natural gas (CNG) station and recycling facility.



In addition to his role as President & CEO, Jennings serves on numerous community boards. In 2018, he was honored with Waste360's 40 Under 40 Award. In that same year, he was named as one of the 40 under 40 business leaders to watch in the Orlando Business Journal. Jennings was also a member of Waste Pro's inaugural Leaders Initiative class. He currently resides in Sarasota, Florida. In spring 2024, Sean earned the Rising Star award recognition from the Florida Institute of CFO's (fiCFO).

Cort Sabina, Executive Vice President & Chief Financial Officer

csabina@wasteprousa.com

Cort Sabina has more than 35 years of in-depth accounting and financial management experience. At Waste Pro, he has served as Corporate Controller, Vice President, and Chief Accounting Officer and is presently Executive Vice President and Chief Financial Officer. Cort was elected to the Waste Pro board of directors in March 2015. Cort's experience began with one of the nation's largest Taft-Hartley Health and Welfare and Pension Funds, Central States Southeast and Southwest Areas Health and Welfare and Pension Funds in Chicago. During his 10 years with Central States, he held a variety of positions including Staff Auditor and Audit Manager. Widening his accounting skills in public accounting, he joined the "big four" firm Ernst & Young in Chicago, Illinois. He followed that role as Division Controller with Allied Waste in the Chicago market.



In 2000, Cort moved to Florida to join Florida Recycling Services (FRS). Following an acquisition by Waste Services (Progressive Waste), Cort continued with the company as a District/Regional Controller. Cort joined the management team of Waste Pro USA as Corporate Controller in July 2006. Cort is a member of the Rollins College Financial Leadership Network (FLN) as part of the CFO Council. Cort is also an Advisory Board Member of the fiCFO (Florida Institute of CFOs) and an Advisory Board Member for Blackstone Global Insurance.

Romeo Vellutini, Vice President Safety and Risk

rvellutini@wasteprousa.com

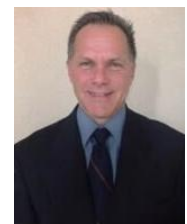
Romeo Vellutini joined the Waste Pro team in 2017 and has more than 25 years of experience in the waste industry. Prior to joining Waste Pro, he was an Area Safety Manager for a national waste service provider. He was instrumental in developing process improvements, claims and risk reduction, OSHA/DOT compliance, team building, and cultural change. One of his greatest accomplishments was when he and his team were recognized and awarded for finishing first in Safety Compliance companywide. He's an American Society of Safety Engineers member and resides in Debary, Florida. In October 2023, the Florida Chamber of Commerce recognized Romeo, along with a handful of distinguished business leaders from various industries and was honored at the 2023 Florida Chamber Annual Meeting & Future of Florida Forum.



David Kutschinski, Vice President of Fleet & Maintenance

dkutschinski@wasteprousa.com

David Kutschinski has more than 37 years of fleet management experience and a decade of technician experience in the waste industry. David has worked for three international waste and recycling collection and landfill companies in various leadership and management roles throughout his career, including Director of Maintenance and Purchasing, Market Area Fleet Manager, Assistant General Manager of Hauling, MRF, and Landfill operations. David joined Waste Pro in April 2015 as Regional Maintenance Manager in Florida's West Coast Region. In this role, he supervised all aspects of



maintenance staff and functions, including hiring, providing hands-on maintenance assistance, educating drivers, and more. In 2019, David was promoted to Vice President of Fleet and Maintenance. He is responsible for maintenance functions and operations for Waste Pro's entire fleet of over 4,200 vehicles and equipment across the company's 12-state footprint.

Tim Dolan, Vice President of Government Affairs

tdolan@wasteprousa.com

Tim Dolan is the Vice President of Government Affairs for Waste Pro overseeing the municipal marketing process companywide. He works closely with the Regional and Divisional Vice Presidents and the municipal marketing team, building relationships with city and county leaders across Waste Pro's 12-state footprint to secure new and renewed business.



During his career in the waste industry, he has had direct management roles in safety, human resources, sales, operations, administration, and overall site management. First joining Waste Pro over 20 years ago as a Division Manager, he was promoted to Central Florida Regional Vice President in 2006, leading one of Waste Pro's most successful regions before starting in his current role in 2021.

As an active member of the communities he serves, Tim is a Past President and is currently the PBAS Secretary, on the CLEO Board of Directors, and on the CRA Sanford Board. He has also served as the Four Townes Rotary Past President and been involved with Leadership West Volusia, the Boys & Girls Club Board Volusia Board, the Seminole State Board, the Central Florida Boy Scout Board, the Florida Citrus Sports Board, and the Orlando Economic Partnership Board.

Tracy Meehan, Director of Corporate Communications

tmeehan@wasteprousa.com

Florida native Tracy Meehan has nearly 20 years of experience in marketing and communications. As Director of Communications for Waste Pro, she oversees all internal and external corporate communication strategies, including press releases, public/media relations, social media, branding, marketing, and company newsletters. She began her career in 2004 as Special Projects Director for American Home Health Inc. of St. Petersburg, responsible for all marketing and advertising. From 2007 to 2011, Tracy lived in Den Haag in the Netherlands, and volunteered with ACCESS, a not-for-profit organization specializing in helping English speakers adjust to life in the Netherlands. She served as a Public Relations and Events Team member and spent two years as the Marketing and Advertising Coordinator at The British School in the Netherlands. Tracy joined Waste Pro in 2014 as a Municipal Marketing Manager covering Waste Pro's West Coast Region of Florida. In that role, she was critical in the rapid expansion of one of Waste Pro's largest markets. In 2016, Tracy was honored as one of Waste360's 40 Under 40, which recognizes the inspiring and innovative professionals under the age of 40 who work in waste, recycling, and organics and have made a significant contribution to the industry.



Keith Banasiak, Chief Operating Officer & Senior Vice President kbanasiak@wasteprousa.com

Keith Banasiak has more than 35 years of management experience in the waste industry. In 1987, he started in the non-ferrous scrap processing and reclamation industry. Primarily responsible for processing operations, he managed fleet operations, disposal of residual special waste, and the facility environmental requirements of state and local governments.

Banasiak joined Waste Pro shortly after relocating to Ft. Myers in 2001 to work for another solid waste company. Throughout his tenure at Waste Pro, Keith has served as Regional Vice President of Waste Pro's Florida West Coast operations, one of the company's largest regions with more than 400,000 residential customers and more than 13,300 commercial customers across Florida's West Coast from Citrus County south through Collier County.



In 2019, he was named Senior Vice President, and in 2020, he was promoted to Chief Operating Officer. Keith manages Waste Pro's Regional and Division Vice Presidents and the exclusive municipal franchise contracts in 12 states throughout the Southeast. He is also involved in many local and regional community organizations, including serving as Chairman Emeritus of both Keep Lee County Beautiful and Keep Manatee Beautiful. He also serves as Chairman of the Community Cooperative and board member for The Foundation for Lee County Public Schools.

Past Performance

c. Past Performance: PROPOSER shall provide any information that documents successful and reliable experience in past performance, especially those performances related to the requirements of this RFP. Related experience shall be restricted to those assignments undertaken or performed within the last five (5) years;

Waste Pro is pleased to provide reference information for five contracts that call for similar services to those requested in the RFP. Below, find information for the City of Miramar, Town of Lauderdale by the Sea, City of Atlantis, Solid Waste Authority (SWA) of Palm Beach County, and Leon County.

We have also included letters of reference from Leon County and SWA, for whom we have provided reference information. To further illustrate our experience providing solid waste services to communities similar to the Town of Manalapan, we include service profiles for our work in the City of Miramar, Town of Lauderdale by the Sea, and City of Atlantis.

Kenneth Skaggs, Regional Vice President for South Florida

kskaggs@wasteprousa.com

Professional Summary

Kenny Skaggs, a 3rd generation industry professional with 30 years of experience in the waste industry, started on the ground floor with a national hauler in St. Louis. Over the course of his career, he worked his way up to be an operations manager, district manager, and, most recently, senior district manager. In his most recent role, Kenny managed all aspects of service districts' operations, including operation, fleet, disposal transfer, and fabrication of revenue of \$4 million monthly, doubled gross margins, and reduced injury and turnover rates.



Kenny joined Waste Pro in 2022 as Regional Operations Manager in Southeast Florida, where he was responsible for overseeing day-to-day operations of transportation, hauling, and support for the region, which includes four hauling divisions, CleanPro and Professional Waste. His duties also included involvement in P&L reviews, incident/injury investigations, and budgeting. In September 2022, Kenny was appointed Regional Vice President for Southeast Florida and continues to lead the region, which services more than 400,000 homes and 10,000 businesses.

In his role, Kenny manages the day-to-day operations of multiple divisions within his region, with daily support to managers in ensuring quality and budget performance. He monitors budget and operating metrics while diagnosing and improving processes, procedures, and performance, executes the Market's strategic capital budget, ensuring effective use of the budget through asset allocation; ensures appropriate spare ratios and asset disposal. He is also responsible for executing necessary precautions to ensure safety and compliance with Company, OSHA, and other standards and regulations.

Skills

- Management of Profitability and Growth
- Safety Management
- Effective Leadership of 360 persons in multiple divisions
- Vertical Operations
- Facilitating mergers, acquisitions, and divisional start-ups

Work Experience

1994-2022 Waste Management District Manager

2022- Present Waste Pro Regional Vice President of South Florida

Orville Santiago, Regional Safety Manager, Southeast Florida *opsantiago@wasteprousa.com*

Professional Summary

Orville, better known as OP, is a 15-year solid waste industry veteran. As the Regional Safety Manager in Waste Pro's Southeast Florida Region, he is responsible for developing and implementing safety policies and standard operating procedures (SOPs) and solidifying the foundation for safety and risk in the region, with the purpose of creating overall safety-conscious, safety awareness and safety leadership within each of the area divisional offices.



He is keenly aware and ensures that the divisions comply with all Federal, State, DOT, OSHA, NIOSH, and EPA regulations. His responsibilities also include training to the standards of the national OSHA Programs, including but not limited to Hazardous Communications, HECF, Fall Protection, Hearing Conservation, BBP, PPE, Confined Spaces, P.I.T., and Respiratory Program. Working with the division managers and the Regional Vice President, Kenneth Skaggs, he worked daily to effectively counter and attack high-risk behaviors to maintain and preserve a high level of safety for Waste Pro staff and the residents that we service. Orville holds multiple certifications, including Transfer Station/Material Recovery Facility Operator-University of Florida TREEO Center, Smith System Defensive Driving Trainer, 6H Environmental Certification, is a Licensed Class A Commercial Driver and is certified in Human Factors Analysis and Classification Systems Certification from Embry-Riddle Aeronautical University. He is also bilingual in English and Spanish.

Skills

- OSHA/NIOSH/DOT/EPA Guidelines
- Program Development and Training
- Risk Management
- Hauling and Post Collection Safety Management
- Industry Safety Compliance

Work Experience

2017-Present Waste Pro Regional Safety Manager, SE Florida

2014-2017 Waste Management, Operations Manager, Pompano Beach, FL

2010-2014 Blue River Resources, MRF – Operations Manager

Sherra Durham Camp, Division Manager

sdcamp@wasteprousa.com

Professional Summary

Sherra Durham Camp brings over 20 years of industry experience in directing, managing, and monitoring daily schedules for residential and commercial solid waste collection. She joined Waste Pro this year as the West Palm Beach Division Manager. Prior to joining Waste Pro, Sherra was the Assistant Director of Collections Operations for Miami-Dade County's Department of Solid Waste, one of the country's largest municipal collection, recycling, transfer, and post-collection operations. Her background and skillset include team management of more than 600 workers, including supervisors and senior staff, and facilitating and fostering team and organizational development.



Sherra has been recognized for her many accomplishments, including being a Leading Women in Solid Waste by Miami-Dade County. While working in Atlanta, she was a Women of the Works recipient and the first recipient of the Recognition of Exceptional Service for the City of Atlanta. In 2022, she and her staff were inducted into the US Department of Labor Hall of Fame for their exceptional contribution as essential workers during the Coronavirus Pandemic. She has also been an active member of SWANA for the last six years.

Skills

- Daily Operations
- Supervision
- Safety Management
- Effective Leadership
- Customer Service & Management
- Forecasting & Budget Planning

Work Experience

2025-Present Division Manager, Waste Pro

2019-2025 Assistant Director of Collections Operations, Miami Dade County – Department of Solid Waste

2015-2019 City of Atlanta – Department of Public Works

2016-2019 Public Works Manager Senior

2016 Installation Chief

2011-2015 Manager, SMS Logistics

Education

The City University of New York, BA Public Administration, 2006

Tom McMahon, Operations Manager

tcmahon@wasteprousa.com

Professional Summary

Having worked in the solid waste industry for 30 years, Tom McMahon has experience in all lines of business in the waste industry and has worked in Palm Beach County for 15 years. Working as a manager for 10 years, he shares his knowledge with his employees and always has a professional manner with residents in his service areas. He manages daily operations for over 60 residential and commercial trash, recycling, and vegetation routes in Palm Beach County. Tom supervises drivers and helpers, ensuring that pre- and post-trip inspections are completed. He communicates key service, safety, and equipment issues and plans routes for daily operations. He responds to dispatch calls and addresses customer requests and complaints, either directly or through notices. He also checks on late put-outs and communicates unique pickup requirements to the drivers. Tom conducts route observations to ensure compliance with safety regulations and discusses his findings with the team. He identifies training needs and maintains necessary supplies in the vehicle. He assists on routes when needed to cover shortages or to help drivers who are behind schedule.



Skills

- Safety
- Management
- Daily Operations
- Customer Service

Work Experience

2018-Present Operations Manager, Waste Pro
2016-2018 Operations Manager, Eagle Disposal of PA
2012-2016 Operations Manager, Southern Waste Systems SWS
2005-2012 Site Manager 103, Waste Pro

Leon Bivins, Dedicated Route Supervisor

lbivins@wasteprousa.com

Professional Summary

Leon Bivins has over 13 years of experience in the solid waste industry in the Palm Beach County area. Joining Waste Pro in 2012, Leon serves as Waste Pro's Route Supervisor where he is responsible for the supervision of drivers and the performance of daily operations. His responsibilities include conducting pre- and post-trip inspections, performing route observation, maintaining a clean and safe working environment, and providing customer service support. Prior to Waste Pro, Leon worked as a residential driver for Waste Management.



Skills

- Supervision
- Daily Operations
- Safety
- Management
- Customer Service

Work Experience

2012-Present Route Supervisor, Waste Pro

2011-2012 Residential Driver, Waste Management

Josette Dorvilus, Division Office Manager & Customer Service

jdorvilus@wasteprousa.com

Professional Summary

Ms. Dorvilus has been with Waste Pro for 11 years in various roles. In her current position, she is vital to Waste Pro ensuring a smooth billing process. As an office manager, Josette will be directly responsible for supervising the office administrative staff for billing, accounts receivable, collections, routing productivity, and profitability. The customer service team reports to her as well.



As Customer Service Manager, she swiftly addresses calls regarding recycling and service issues through our 8x8 phone system. Her main responsibilities for the City of Westlake services will include:

- Managing office administration and communication with the City of Westlake.
- Ensuring accurate residential and commercial billing for the City of Westlake.
- Preparing monthly recycling and set-out reports.
- Supervising the Office Administrative Staff and overseeing billing, accounts receivable, collections, and productivity.

Skills

- Customer Service
- Communication
- Interdepartmental Collaboration

Work Experience

2010-2013 Certified Nursing Assistant, Leaving Life at Home

2008-2010 Customer Service, South Palm GI

Education

2000 – Associates

Farid Abuchaibe, Municipal Retention Specialist for the Southeast Florida Region
fabuchaibe@wasteprousa.com

Professional Summary

Farid's primary focus for the City of Westlake contract includes: maintaining a working relationship with the City of Westlake and serving as a liaison for Waste Pro's participation in community-sponsored events; consulting with municipal officials and community groups to foster key relationships and business partnerships; assisting with complaint resolution with City staff and elected officials; and serving as the Contract Administrator.



Since joining Waste Pro in 2019, Farid has over 12 years of experience in solid waste and recycling management, including significant roles in Utah and Michigan. He holds an MBA from the University of Phoenix and specializes in operational efficiencies and safety awareness, leading to fewer injuries in the communities he serves. He ensures customer satisfaction and promotes green initiatives.

Skills

- Management of profitability and growth
- Safety management
- Effective leadership of solid waste divisional operations
- 17 years of experience
- Vertical operations
- Customer service management
- Municipal partnership management

Work Experience

2019-Present, Waste Pro

- 2024 - Present, Director of Government Affairs Southeast Florida
- 2019- 2024, Division Manager, Pompano Beach Florida

2017 - 2019 General Manager, Detroit Post Collection, Republic Services

2008 -2017, District Operations Manager, Collection and Post-Collection, Waste Management of Utah

Education

University of Phoenix, Taylorsville Campus, Taylorsville, NC Master of Business Administration, Human Resources (MBA - HR)

Universidad Simon Bolivar, Barranquilla, Colombia, Law Degree- Attorney at Law

BA, University of Phoenix

References

d. References: List a minimum of three (3) former references (name, contact persons, telephone number and email address) for similar projects only, who can attest to the firm's or principal's knowledge, quality of work, timeliness, diligence and flexibility. NOTE: Contact persons must be informed by the PROPOSER that they are being used as references and that the TOWN will be contacting them for information. Each reference will be contacted up to three (3) times. If there is no answer after the third attempt, the TOWN may apply no points for that project experience;

Reference 1. City of Miramar, FL		
Description of Services Provided	Solid Waste and Recycling Collection Franchise Agreement	
Number of Homes Served	32,300	
Contract & Transition Dates	Start: June 10, 2010	End: April 30, 2030
Current Contact Name and Title	Ralph Trapani / Public Works	
Contact Address	2300 Civic Center Place, Miramar, FL 33025	
Contact Phone	954-883-6832	
Contact Email	ratrapani@miramarfl.gov	

Waste Pro delivers a comprehensive suite of waste management services to the City of Miramar. This includes biweekly residential garbage collection, bulk waste disposal, and weekly recycling initiatives aimed at promoting sustainability within the community.

For commercial clients, Waste Pro offers waste collection services at least twice a week, along with flexible recycling options that are customized to meet specific business requirements.

Reference 2. Solid Waste Authority (SWA) of Palm Beach County		
Description of Services Provided	Solid Waste and Recycling Collection Franchise Agreement	
Number of Homes Served	73,299	
Contract & Transition Dates	Start: October 1, 2013	End: September 30, 2026
Current Contact Name and Title	Paul Gonsalves / Public Works	
Contact Address	7501 N Jog Rd, West Palm Beach, FL 33412	
Contact Phone	561-281-9648	
Contact Email	Sgonsalves@swa.org	

A letter of reference from the SWA Palm Beach County highlights our successful transition and their satisfaction with our service partnership.



To Whom It May Concern,

The Solid Waste Authority of Palm Beach County, Florida awarded a bid for commercial and residential solid waste collection and disposal services and subsequently entered into a Franchise Agreement with Waste Pro of Florida, Inc. for said services effective October 1, 2013. The Solid Waste Authority of Palm Beach County renewed its contract with Waste Pro on October 1, 2019, for 7 years. We have found Waste Pro to be efficient and successful at providing continued superior services to the residents of unincorporated Palm Beach County.

Upon inception of the agreement, Waste Pro effected a smooth transition from the Solid Waste Authority's prior solid waste service provider, delivering uninterrupted service with minimal impact on our residents and businesses. Waste Pro staff is very responsive, and complaints are minimal. Issues are handled quickly and staff is always available to assist.

Waste Pro has been an excellent supporter of the community, assisting in countless community clean-ups. We continue to have an excellent relationship with the staff and management of Waste Pro and look forward to having them as a community partner for a long time.

Sincerely,



Dallas Cunningham

CIS Field Service Manager

Solid Waste Authority of Palm Beach County



Reference 3. Town of Lauderdale by the Sea		
Description of Services Provided	Solid Waste, bulk/yard waste and Recycling Collection Franchise Agreement	
Number of Homes Served	2,210	
Contract & Transition Dates	Start: March 27, 2012	End: September 30, 2026
Current Contact Name and Title	Ken Rubach / Town Manager	
Contact Address	4501 N Ocean Dr, Lauderdale by the Sea, FL 33308	
Contact Phone	954-640-4204	
Contact Email	townmanager@lbts-fl.gov	

Waste Pro offers comprehensive waste management services for the Town of Lauderdale-by-the-Sea. These services include residential garbage collection twice a week, monthly bulk waste disposal, weekly recycling, and seasonal collection initiatives.

For commercial clients, Waste Pro provides a minimum of twice-weekly waste collection along with flexible recycling options. Additionally, the company offers customized waste collection solutions designed to accommodate mixed-use properties, as well as emergency cleanup services when necessary.



Reference 4. City of Atlantis		
Description of Services Provided	Solid Waste, bulk/yard waste and Recycling Collection Franchise Agreement	
Number of Homes Served	1,006	
Contract & Transition Dates	Start: October 2020	End: 09/30/2026
Current Contact Name and Title	Brian Moree	
Contact Address	260 Orange Tree Drive, Atlantis FL, 33462	
Contact Phone	561-965-1744	
Contact Email	bmoree@atlantisfl.gov	

Waste Pro offers comprehensive waste management services for the Town of Hillsboro Beach, including residential garbage collection twice a week, bulk waste disposal, and weekly recycling to promote sustainability.

For commercial clients, they provide at least twice-weekly waste collection and flexible recycling options tailored to business needs.

Reference 5. Leon County		
Description of Services Provided	Solid Waste, bulk/yard waste and Recycling Collection Franchise Agreement	
Number of Homes Served	300,000	
Contract & Transition Dates	Start: 2013	End: 2030
Current Contact Name and Title	Maggie Theriot	
Contact Address	301 S Monroe St. Tallahassee, FL 32301	
Contact Phone	850-606-5300	
Contact Email	GriffithC@LeonCountyFL.gov	



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5300 www.leoncountycl.gov

Commissioners

CAROLYN D. CUMMINGS
At-Large
Chair

BRIAN WELCH
District 4
Vice Chairman

BILL PROCTOR
District 1

CHRISTIAN CABAN
District 2

RICK MINOR
District 3

DAVID T. O'KEEFE
District 5

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

CHASITY H. O'STEEN
County Attorney

Good day,

This letter is to validate Waste Pro's service of Leon County's Waste Collection Franchise. Waste Pro began service in 2013 and continues to date. The Franchise Agreement includes the exclusive right to collect residential solid waste, recyclable materials, yard debris, and Bulky Waste on a subscription basis, as well as the exclusive right to collect commercial solid waste. Solid waste and recycling routes are serviced predominantly by automated side - loading vehicles. Approximately 30,000 residential dwelling units currently subscribe for collection services. All residential subscription customers have solid waste and recycling carts. There are approximately 400 commercial accounts also serviced through the Franchise.

In 2019 Leon County Board of County Commissioners elected to renew the Franchise with Waste Pro through September 2023. More recently, the Commission pursued a bid for future service. As a result, Waste Pro has been awarded a new Franchise agreement with an initial term of October 2023 through 2030. Waste Pro satisfactorily meets the terms of the Agreement, with enhanced responsiveness, collaboration, and communication since October 2023.

In my role with Leon County, I was directly involved in the initial 2013 contract as well as the current contract. Should there be any questions, you can reach me at TheriotM@LeonCountyFL.gov or 850-606-5000 to discuss.

Sincerely,



Maggie Theriot
Director, Resource Stewardship

People Focused. Performance Driven.

Current Contracts

e. Current Contracts: PROPOSER shall provide a list of all town, county, or state related contracts which he/she is currently obligated to fulfill during the initial term of this agreement;

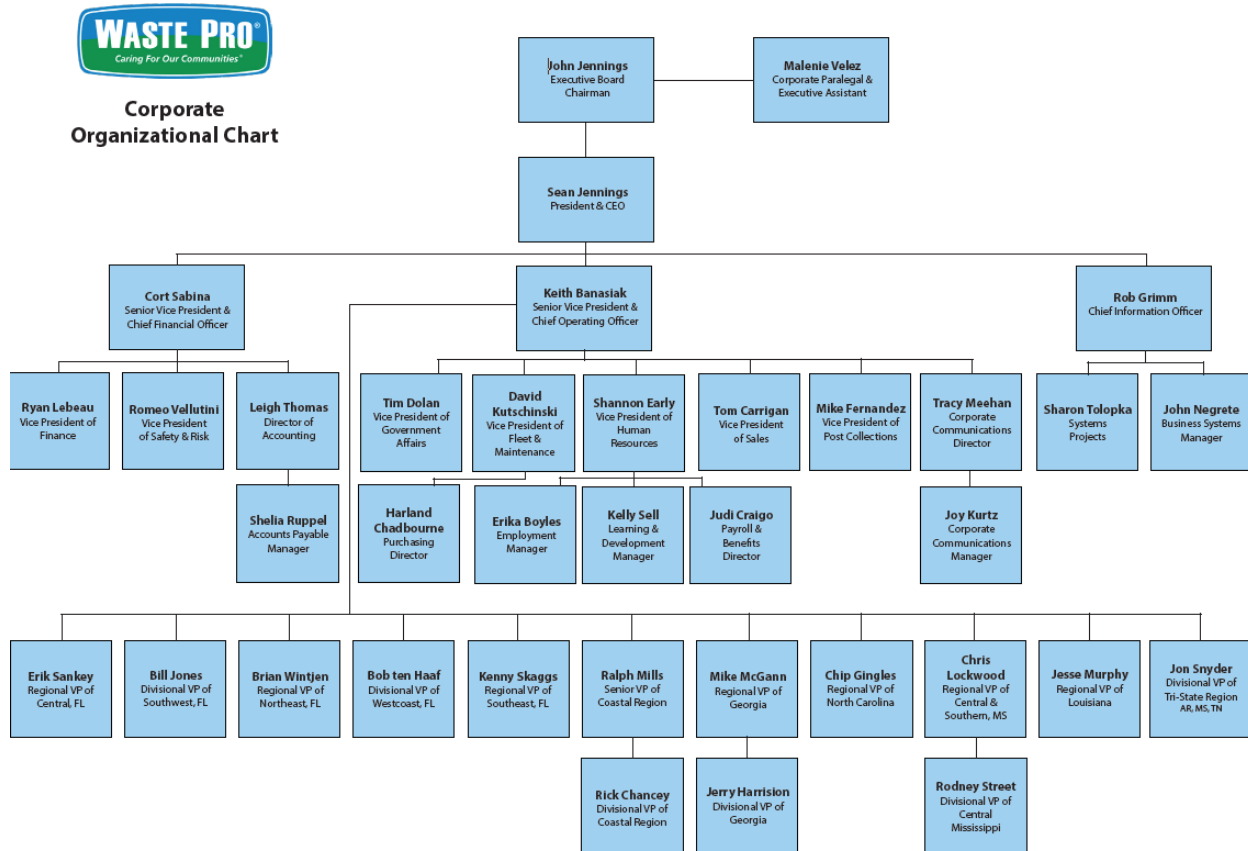
Below, please find a map of our current operations and contracts in Florida.



Organization Chart

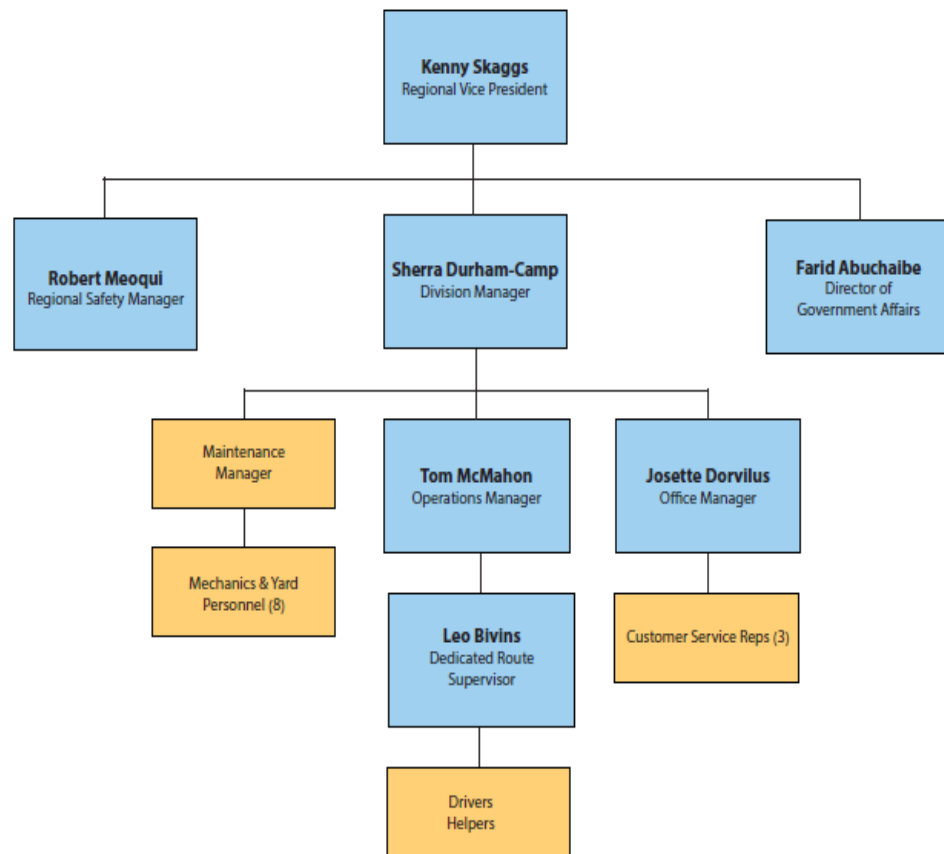
f. Organization Chart: PROPOSER shall provide a chart clearly showing the management team, office staff, sales, maintenance, supervisors, number of collection employees etc.

Please find Waste Pro's organization chart below.





Organizational Chart Town of Manalapan



Operational Plan

Start Date

a. The soonest start date that the contractor can start services.

Waste Pro can start services within two weeks of council approval. More details about our transition plan are available later in this tab.

Residential Curbside Garbage Collection Vehicles and Routes

b. List the number, type and capacity for each collection vehicle to serve residential curbside garbage customers and include the number of homes serviced for each route.

Waste Pro will dedicate a modern fleet that fully complies with the RFP requirement of vehicles no more than five (5) years old at contract.

Each vehicle proposed is identified by make, model year, and service type in the attached Fleet Compliance Table. This guarantees every front-line unit meets or exceeds the Town's age and condition standards. Backup and specialty vehicles will also meet or exceed these standards to ensure consistent performance.

Waste Pro's investment in our state of the art maintenance programs allowing for agile fleet deployment to meet the town requirement, demonstrates our commitment to safety, reliability, and long-term service quality for the Town.

As indicated by the RFP, Waste Pro will provide solid waste services to the Town of Manalapan residents.

- ✓ **Solid Waste:** All residential solid waste will receive two times per week curbside collection by Rear End Loaders (REL). Each resident's cart will be completely emptied and placed back in an upright position with lids closed. Waste Pro will run one (1) solid waste REL to service all areas. Routes will run twice per week (Monday and Thursday) and will be designed to ensure service days stay the same for residents, eliminating any possible confusion. In addition to one route truck and one designated frontline driver, we have allocated one reserve truck and one reserve solid waste driver in case of unexpected absences or vehicle maintenance.
 - Solid waste materials will be taken to SWA for disposal.

Equipment

The table below details the vehicle specifications for our solid waste collection services with the Town of Manalapan.

Equipment Type	Capacity	Year	Number of Trucks	Truck Description
Rear-End Loader	30 cubic yards	2023	1	Autocar diesel rear load McNeilus



Routing

Waste Pro is prepared to utilize its state-of-the-art routing software, [RouteSmart](#), for route optimization utilizing the list provided by the Town in the RFP. Our [route optimization](#) software allows us to plan safe, efficient routes that take into account a number of parameters, including the number of homes, density, driving distances, and collection hours.

The table below presents an estimate of our daily routing numbers including the number of homes serviced per route. They illustrate Waste Pro’s routing logic and showcase our commitment to providing efficient, safe, and cost-effective service to the Town. In this chart, we provide the number of homes routed by each type of collection vehicle; the number of service days per week each collection vehicle will run; route days; an average home count per route; our derivation of estimated setout percentages based on historic tonnages—which yields the average homes serviced per route (if only 25% of homes set out yard waste in any given week, we will only collect yard waste tonnage from 25% of the homes on that route); our anticipated routes per day and per week for each collection stream; our number of working hours per day; and daily trips to the landfill. We have provided a similar table for yard waste and recycling collections later in this Tab as requested.

Service	Home Totals	Vehicle Type	Number of Service Days Per Week	Routed Service Days	Weekly Service Frequency	Anticipated Setout Percentage Per Day
Garbage	232	REL	2	Monday / Thursday	2	100%
Recycle	232	REL Split Body	2	Monday / Thursday	2	100%

Collection Hours

With the exception of specified holidays, all collections will happen between 6:30 am and 6:00 pm, Monday and Thursday. As specified by the RFP, holiday collections will be coordinated with the Town, and any changes to the regular collection schedule will be communicated to residents through multiple channels, including on our dedicated Town of Manalapan Waste Pro website and via our Call-Em-All and Text-Em-All system.

Premium and Disability Service

Waste Pro understands that there are some Town of Manalapan residents for whom it is difficult or impossible to move carts to the road for curbside collection. **We are happy to provide disability services for eligible residents at no additional charge.** We train our drivers to service these homes carefully, making sure to remove even small items from the can.

We are also prepared to offer **premium service**—manually pulling the cart to the road and returning it to its original location on the resident’s property—to residents who pay for this enhanced service.

Contaminated Recycling Carts and Non-Conforming Waste

Visibly contaminated recycling or non-conforming waste will be **tagged with a Non-Collection Notice** to explain why the material was not picked up and provide education about Town recycling and waste collection guidelines, ensuring the customer can be serviced moving forward.


Waste Pro will run rear-load split-body vehicles for this contract, which are ideal for reducing recycling contamination as each cart can be visually inspected by a driver before it is dumped into the truck.

A Day in the Life of a Waste Pro Driver

Each day, our drivers and helpers work hard to provide the residents we serve with the “Distinguishable Difference” in solid waste and recycling services. **In our West Palm division, here’s what a typical day looks like.**

For **residential drivers**, the day begins with pre-trip protocols and daily morning safety meetings. Drivers pick up an **updated route sheet** for the day, noting any changes to their typical routes. They attend the **division safety meeting**, which addresses such topics as route conditions for the day, weather issues, possible changes in morning school traffic, disposal facility challenges, and personal protective equipment. Before leaving for their routes, all drivers participate in a **pre-trip maintenance inspection** called the Safety Lane, which is described in detail below.

For our drivers and route supervisors, **safety is a continued focus throughout the day.** Supervisors run **route observations**, and all trucks are equipped with in-cab and external **3rd Eye cameras to monitor driving and provide safety coaching**, if necessary. Routes are designed so that drivers



YOUR RECYCLING CART HAS GARBAGE IN IT!

We found one or more of the following items:

- ☐ Plastic Bags
- ☐ Pizza Boxes
- ☐ Food
- ☐ Styrofoam
- ☐ Clothing/Fabric
- ☐ Electronics
- ☐ Other: _____


☐ As a courtesy, we picked up your recycling. Please keep garbage out to avoid service interruptions or penalties.

☐ We had to leave your recycling behind. Please sort out the garbage and we will try again on your next service day.

Address _____

Driver _____

Route # _____ Date _____



work approximately 8-10 hours per day. Throughout the day, **residential drivers are in communication with their supervisor**—particularly if there are issues or delays. Drivers are prepared to handle unforeseen events, such as leaks or spills. Supervisors are also ready to assist with any contingencies, such as deploying a reserve vehicle if there are emergent maintenance issues that prevent a truck from completing a route. When a **route is closed or completed for the day**, the driver completes a **post-trip Safety Lane inspection**.

All Waste Pro drivers are experts in their routes long before their first collection day. During dry runs in company pickup trucks, drivers and supervisors pay careful attention to potential service interruptions such as low-hanging wires and trees, and tight turnarounds.

A Culture of Safety

Waste Pro is committed to fostering a culture of safety, and this culture directly benefits our municipal partners as safe operations translate to efficient, reliable service.

Weekly Safety Meetings facilitate interactions between supervisors and drivers. They are a place for reminders about safety, customer service, OSHA compliance, and efficiency. In addition to these local division-level meetings, regional and corporate safety calls take a proactive approach to safety issues, reviewing weather safety, holidays or events that may impact service, laws and regulations, and internal policies.

Supervisor Ride-Alongs give drivers the opportunity to hear and express real-time feedback as supervisors observe driver behaviors and route particulars.

We understand that for even the most conscientious drivers, mishaps do sometimes occur. Our **Complete the Routine** education course strives to help drivers recover from these incidents and return to their routes with the knowledge and confidence to maintain a safe driving record.

Waste Pro's **Daily Safety Lane** empowers drivers to recognize potential issues and communicate directly with mechanics and, by extension, local leadership. Our

Each numbered yellow box represents an inspection point. Our focus on safety means fewer maintenance issues, lower environmental impact, and fewer service delays for the Town of Manalapan.



decentralized management structure means that these local leaders can take immediate action to maintain safe, efficient service—without waiting for the levels of bureaucratic approval required in most large national or international companies. All drivers pass through the routine Safety Lane with their equipment in the morning when trucks leave the yard and again in the afternoon or evening when they return to the facility. In the Safety Lane, a mechanic is waiting to visually inspect each truck and speak with each driver.



Residential Curbside Yard Waste Collection Vehicles and Routes

c. List the number, type and capacity for each collection vehicle to serve residential curbside yard waste customers and number of homes serviced for each route.

As indicated by the RFP, Waste Pro will provide yard waste collection services to 232 residents.

- ✓ **Yard Waste:** All residential Vegetative waste, up to 6 cubic yards, will receive one-time per week service, Saturdays. Each resident's pile will be collected every week. Waste Pro will run one (1) solid waste REL to service all areas. Routes will run once per week (**Saturday**) and will be designed to ensure service days stay the same for residents, eliminating any possible confusion. In addition to one route truck and one designated frontline driver, we have allocated one reserve truck and one reserve solid waste driver in case of unexpected absences or vehicle maintenance.
 - Vegetative materials will be taken to SWA for disposal.

Equipment

The table below details the vehicle specifications for our yard waste collection services with the Town of Manalapan.

Equipment Type	Capacity	Year	Number of Trucks	Truck Description
Rear-End Loader	30 cubic yards	2023	1	Autocar diesel rear load McNeilus

Routing

As stated previously, the table below presents an estimate of our daily routing numbers including the number of homes serviced per route.

Service	Home Totals	Vehicle Type	Number of Service Days Per Week	Routed Service Days	Weekly Service Frequency	Anticipated Setout Percentage Per Day
Yard Waste	232	1	1	Saturday	1	100%

Residential Curbside Recycling Collection Vehicles and Routes

d. List the number, type and capacity for each collection vehicle to serve residential curbside recycled material customers and number of homes serviced for each route.

As indicated by the RFP, Waste Pro will provide recycling collection services to the Town of Manalapan residents.

- ✓ **Recycling Collection:** All residential solid waste will receive two times per week curbside collection by Rear End Loaders (REL). Each resident's cart will be completely emptied and placed back in an upright position with lids closed. Waste Pro will run one (1) solid waste REL to service all areas. Routes will run twice per week (Monday and Thursday) and will be designed to ensure service days stay the same for residents, eliminating any possible confusion. In addition to one route truck



and one designated frontline driver, we have allocated one reserve truck and one reserve solid waste driver in case of unexpected absences or vehicle maintenance.

- Recycling materials will be taken to SWA for disposal.

Equipment

The table below details the vehicle specifications for our solid waste collection services with the Town of Manalapan.

Equipment Type	Capacity	Year	Number of Trucks	Truck Description
Rear End Loader Split Body	30 cubic yards	2022	1	Mack diesel split body McNeilus

Routing

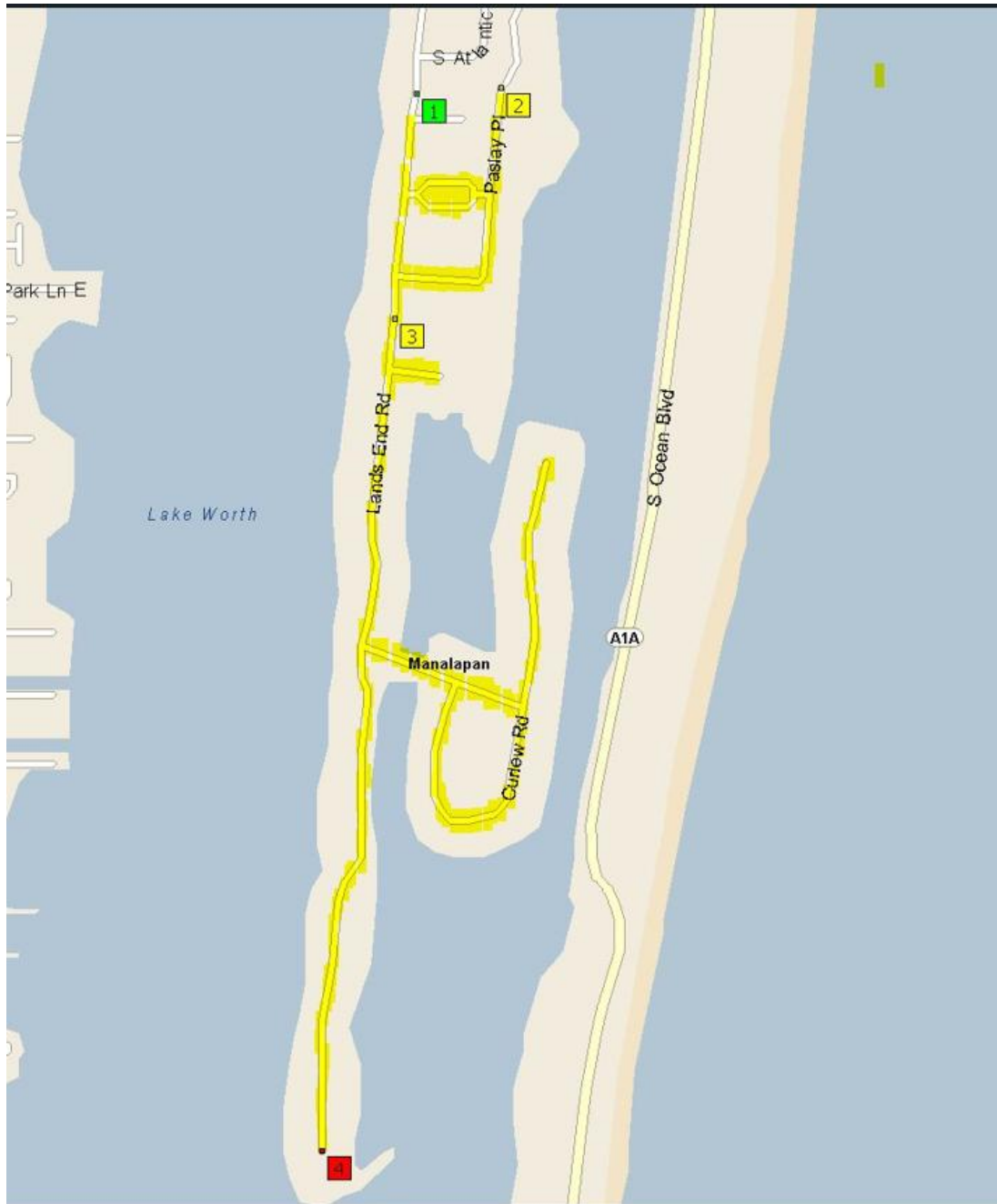
As stated previously, the table below presents an estimate of our daily routing numbers, including the number of homes serviced per route.

Service	Home Totals	Vehicle Type	Number of Service Days Per Week	Routed Service Days	Weekly Service Frequency	Anticipated Setout Percentage Per Day
Recycling	232	REL Split Body	2	Monday / Thursday	2	100%

Route Map

e. Provide a map clearly showing each curbside garbage, vegetative waste and recycled material collection route. This map must include the service day and include the starting and ending point for each route.

Below, please find our route map showing curbside garbage, yard waste, and recycled material collection.





Bulk Items Vehicle and Collection

f. Explain the vehicle to be used to remove bulk items once a week for residential customers.

As indicated by the RFP, Waste Pro will provide bulk items collection services to the Town of Manalapan residents.

- ✓ **Bulk Items:** All residential Bulk waste, up to 6 cubic yards, will receive one-time per week service, Saturdays. Each resident's pile will be collected every week. Waste Pro will run one (1) solid waste REL to service all areas. Routes will run once per week (**Saturday**) and will be designed to ensure service days stay the same for residents, eliminating any possible confusion. In addition to one route truck and one designated frontline driver, we have allocated one reserve truck and one reserve solid waste driver in case of unexpected absences or vehicle maintenance.
 - Bulk materials will be taken to SWA for disposal.

Equipment

The table below details the vehicle specifications for our yard waste collection services with the Town of Manalapan.

Equipment Type	Capacity	Year	Number of Trucks	Truck Description
Rear-End Loader	30 cubic yards	2023	1	Autocar diesel rear load McNeilus

Routing

As stated previously, the table below presents an estimate of our daily routing numbers including the number of homes serviced per route.

Service	Home Totals	Vehicle Type	Number of Service Days Per Week	Routed Service Days	Weekly Service Frequency	Anticipated Setout Percentage Per Day
Yard Waste	232	1	1	Saturday	1	100%

Roll-Off Collection Vehicles and Collection

g. List the number and type of roll-off collection vehicle to be used to service permanent open-top and compactor roll-off customers.

Waste Pro will provide at least once weekly collection of **commercial solid waste**. The **local West Palm transition team will work with each commercial customer to ensure they have the proper roll off**

container for their needs, and because we understand that business operations are fluid, we will remain in communication with the customers to assess their needs over the course of the contract.

We anticipate running a roll-off truck/route as needed, Monday through Friday. We will have one reserve truck and extra drivers ready to assist if need be.

Palm Beach County Office

h. Please explain the plan to obtain, or the location of, a Palm Beach County located office and the location of your vehicle and maintenance yard.

Waste Pro's West Palm Beach Division, located at 7329 7th PL, West Palm Beach, FL 33411, has been operating in Palm Beach County for over 20 years and has a vehicle and maintenance yard, including 8 maintenance bays.

Waste Pro Palm Beach Division is a 25,000-square-foot facility, including a complete vehicle and container facility. This facility provides ample space for vehicle maintenance and also houses our local customer service and office operations. The Waste Pro facility is only 15 miles/27 minutes from the Town of Manalapan.



Transition

The Town of Manalapan Transition Plan

i. Please explain your plan for a seamless transition for our customers.

Waste Pro not only understands the importance of seamless service transitions—we are the industry Pros. **We have started 300 municipal contracts and executed more than 100 successful transitions over the past 20 years,** and we have this process down to a science.

Waste Pro is a **proven leader in transitioning solid waste services from public to private management.** The company has successfully completed 17 municipal transitions, showcasing its ability to handle the process efficiently while maintaining service continuity, regulatory compliance, and responsiveness to community needs. This experience gives municipalities confidence that Waste Pro can provide a seamless and dependable transition.

To do things the Waste Pro Way is to do them right, with a commitment to caring and the dependability that customers expect from a local, family-run business. We take the time to work with our new community partners—no matter how big or small the City or County—to ensure that we are mapping out safe, reliable, and efficient services that meet unique local needs and challenges.

From **the careful work of coordinating with our municipal partners to execute a seamless transition to maintaining a high level of customer service and satisfaction for years down the line,**

Waste Pro's **"Distinguishable Difference"** is **our highly local commitment to world-class service.**

Operational Plan – Transition from Town-Run Collection

The Town of Manalapan currently provides solid waste collection with part-time employees and leased equipment. Waste Pro will ensure a seamless transition from this in-house operation to our full-service program.

Our plan includes:

- **Immediate Deployment of Equipment:** Waste Pro will stage fully compliant collection vehicles in advance of contract start, ensuring no service interruption.
- **Dedicated Transition Team:** A transition manager will coordinate directly with Town staff to transfer routes, address resident concerns, and align with existing service days.
- **Staff Continuity Options:** We will explore opportunities for Town part-time employees who may wish to transition into Waste Pro positions, providing continuity of local knowledge.
- **Communication to Residents:** Waste Pro will provide advance notification, printed material, and digital updates to residents explaining the transition process.

This approach minimizes risk to the Town while delivering improved efficiency and reliability from Day 1.



What follows is a task list that illustrates our contract planning and implementation process. We look forward to collaborating with the Town on a more detailed startup timeline.

- ✓ Equipment
 - Waste Pro currently has collection equipment ready to deploy for this contract at our West Palm hauling facility
- ✓ Personnel
 - Waste Pro currently has staff ready to service this contract from our West Palm hauling facility.
 - Before collections begin, drivers will be educated on the specifics of this contract.
 - Drivers will also participate in route “dry runs,” providing feedback to local Waste Pro leadership
- ✓ Routing
 - Following the Town addresses list, we will utilize our RouteSmart route optimization software to build Solid Waste, Recycling, and Vegetative and Bulk route maps, which we will submit to the Town.

Waste Pro is prepared to partner with the Town of Manalapan to use multiple platforms to get the word out about the Town’s new partnership, including:

Flyers, Postcards, and Brochures	Waste Pro Town of Manalapan Website	Welcome Packet
<ul style="list-style-type: none"> ✓ New service information ✓ Sign up information ✓ Website link ✓ Cart distribution & service day information ✓ List of acceptable recycling materials 	<ul style="list-style-type: none"> ✓ Link attached to Town website for easy access ✓ Town of Manalapan specific recycling information ✓ Service details, including holiday information ✓ Access to Trac-EZ 	<ul style="list-style-type: none"> ✓ Introduction to Waste Pro ✓ In-depth service details ✓ Tips and tricks for successful service.

Waste Pro will work diligently with the Town to plan the implementation of the Town of Manalapan's Solid Waste and Recycling collection services. The letter below shows the smooth and efficient transition of the [contract in the City of High Springs](#), and we encourage you to reach out to them to hear for yourself how smoothly this transition was conducted.



City of High Springs
23718 W US HWY 27
High Springs, Florida 32643

Telephone (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.gov

OFFICE OF THE CITY MANAGER

To Whom It May Concern,

WastePro has proven to be an exceptional partner in waste management here in High Springs, particularly in their approach to smoothly and efficiently transitioning our community from GFL, our previous contractor, to WastePro.

When our city decided to change curbside collection service providers, WastePro's team demonstrated a level of professionalism and dedication that surpassed our expectations. They worked closely with our city staff from the outset, collaborating on the conceptualization and design of comprehensive materials to inform residents about the upcoming changes.

WastePro's communication materials were not only clear and concise but also incredibly user-friendly. They developed color-coded maps that simplified the understanding of new collection schedules, ensuring residents could easily identify their designated pick-up days. Additionally, their print flyers were informative and well-received, providing step-by-step instructions on how residents could prepare for the transition. The inclusion of stickers on cans further reinforced the changes and helped maintain clarity throughout the process.

Throughout our partnership, WastePro's staff have consistently exhibited a strong commitment to excellence and customer satisfaction. Their proactive approach in addressing potential concerns and their responsiveness to feedback were particularly noteworthy.

Please feel free to contact me directly if you have any questions or require further information regarding our collaboration with WastePro.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Marshall".

Jeremy Marshall

City Manager

jmarshall@highsprings.gov



FINANCIAL CAPABILITY

Waste Pro keeps it simple

TAB 4 FINANCIAL CAPABILITY

Section 4: Financial Capability

2.6 Financial Capability

PROPOSER must demonstrate financial stability sufficient for the Evaluation Committee to conclude that the PROPOSER has the financial ability to service the Town of Manalapan for the term of the Franchise Agreement. The PROPOSER must provide a statement of PROPOSER'S financial stability, including information on current or prior bankruptcy proceedings. PROPOSER must include a copy of the most recent annual financial report/annual audit/10K and the most recent 10Q, if applicable. Financial reports provided must include, at a minimum, the last three (3) years' balance sheets, income statements and statements of cash flow for the PROPOSER'S Entity. PROPOSERS that have less than three (3) years' experience must provide applicable statements (preferably certified by an Accountant) for each year of operation. PROPOSER must provide a financial projection covering the first three (3) years of the contract.

In order to be compliant with this section, PROPOSERS must provide the following:

- a. A statement of financial stability including information as to current or prior bankruptcy proceedings and information on available Lines of Credit including current and historical outstanding balances.*
- b. A copy of the most recent annual financial report/annual audit/10K and the most recent 10Q, if applicable.*
- c. The last three (3) years of financial reports, including at a minimum, balance sheets, income statements, and statements of cash flow, certified by an Accountant, if applicable,*
- d. Three (3) Letters of reference from lenders, financial institutions, and vendors that attest to the creditworthiness of your company and/or their willingness to do business with your company. PROPOSERS must provide letters of commitment from equipment suppliers to sell to proposer all trucks and containers required to perform the services or otherwise demonstrate the PROPOSER'S ownership or ability to obtain the necessary equipment.*

Waste Pro provides on the following pages the required documentation, including:

- A statement of financial stability
- A copy of the most recent annual financial report
- The last three years of financial reports
- Three letters of reference

September 5, 2025

Ashley Watson
Finance Administrator
Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462

RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP NO.: 25-004

To whom it may concern,

We have been advised that Waste Pro of Florida, Inc. ("the Company") is submitting a response to 'RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP NO.: 25-004'. They have asked us to provide you with a letter which addresses the Company's financing for this process. Please use this letter for that purpose, noting however that, as customary in letters of this nature, no other parties can rely on this letter.

In that respect, we hereby advise you that, Waste Pro of Florida, Inc. (along with certain other of the Parent's subsidiaries) have been customers of Wells Fargo Bank, National Association (the "Bank") since 2014. The Bank currently serves as the administrative agent for a syndicate of lenders for the Parent's and its subsidiaries' \$290 million senior revolving credit facility ("the Senior Credit Facility"), of which approximately \$101 million is available to borrow as of this date. Any borrowings under the Senior Credit Facility are subject to the satisfaction of certain conditions precedent to funding. If the conditions to funding are met, the Senior Credit Facility may be utilized for direct borrowing and issuance of standby letters of credit, with direct borrowings allowed to be used to finance the following: (i) permitted acquisitions; (ii) capital expenditures; (iii) working capital; and (iv) other general corporate purposes. The current maturity date of Senior Credit Facility is January 21st, 2030.

Should you have any questions or require additional information on our relationship with Waste Pro, please do not hesitate to contact Kevin Cumberland at Tel: 310-633-0072 or email: kevin.cumberland@wellsfargo.com.

Thank you for your time and consideration.

Sincerely,

Kevin Cumberland

Kevin Cumberland
Vice President

Waste Pro of
Florida, Inc.
and
Subsidiaries



Years Ended
December 31,
2024 and 2023

Consolidated
Financial Statements
and
Supplementary
Information

Rehmann

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

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INDEPENDENT AUDITORS' REPORT

March 28, 2025

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
Longwood, Florida

Opinion

We have audited the consolidated financial statements of **Waste Pro of Florida, Inc. and Subsidiaries** (the "Company"), which comprise the consolidated balance sheets as of December 31, 2024 and 2023, and the related consolidated statements of income, stockholder's equity, and cash flows for the years then ended, and the related notes to the consolidated financial statements (the "consolidated financial statements").

In our opinion, the accompanying consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of **Waste Pro of Florida, Inc. and Subsidiaries** as of December 31, 2024 and 2023, and the consolidated results of its operations and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter

The accompanying consolidated financial statements have been prepared from the separate records maintained by the Company and may not necessarily be indicative of the conditions that would have existed or the results of operations if the Company had been operated as an unaffiliated company. Portions of certain income and expenses represent allocations made from related entities (see Note 10).



201 East Pine Street, Suite 801, Orlando, FL 32801



407.843.4433

Responsibilities of Management for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

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

In performing an audit in accordance with GAAS, we:

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

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

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

ASSETS	December 31	
	2024	2023
Current assets		
Cash	\$ 3,738,895	\$ 3,000,479
Accounts receivable, less allowance for credit losses of approximately \$1,008,000 (\$1,483,000 in 2023)	75,122,625	74,000,678
Prepaid expenses and other current assets	9,925,697	10,361,826
Current portion of deferred contract costs	1,041,320	1,000,300
Total current assets	89,828,537	88,363,283
Property and equipment		
Vehicles	594,183,422	545,159,843
Containers	243,129,060	220,057,713
Land and buildings	95,307,743	58,888,307
Leasehold improvements	34,595,180	31,438,088
Equipment	33,957,178	28,978,285
Construction in process	30,592,533	9,676,183
Furniture and fixtures	2,100,499	2,651,227
	1,033,865,615	896,849,646
Less accumulated depreciation and amortization	586,088,501	527,661,982
Property and equipment, net	447,777,114	369,187,664
Operating lease right-of-use assets, net of current portion	32,681,156	34,389,337
Restricted investments, at fair value	1,557,190	-
Goodwill	26,068,008	11,802,785
Deferred contract costs, net	1,710,887	1,483,121
Due from parent	30,833,734	17,667,742
Other assets, net	2,370,076	6,565,097
Total assets	\$ 632,826,702	\$ 529,459,029

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

LIABILITIES AND STOCKHOLDER'S EQUITY	December 31	
	2024	2023
Current liabilities		
Current portion of long-term debt	\$ 31,423,116	\$ 18,970,404
Current portion of operating lease obligations	4,728,124	4,369,334
Current portion of accrued capping, closure, and post-closure costs	1,042,038	61,740
Accounts payable	33,005,468	10,936,845
Accrued liabilities	30,040,567	20,570,933
Deferred revenue	26,425,619	25,960,719
Income taxes payable	10,528,044	-
Total current liabilities	137,192,976	80,869,975
Long-term debt, net of current portion	53,341,291	43,822,173
Operating lease obligations, net of current portion	29,597,498	31,203,120
Accrued capping, closure, and post-closure costs, net of current portion	4,889,017	5,189,456
Deferred income tax liabilities	60,438,791	61,496,000
Total liabilities	285,459,573	222,580,724
Stockholder's equity		
Common stock - \$0.01 par value; 10,000,000 shares authorized; 1,000 shares issued and outstanding	10	10
Additional paid-in capital	5,191,843	5,191,843
Retained earnings	337,372,661	301,686,452
Total stockholder's equity of Waste Pro of Florida, Inc. and Subsidiaries	342,564,514	306,878,305
Noncontrolling interest	4,802,615	-
Total stockholder's equity	347,367,129	306,878,305
Total liabilities and stockholder's equity	\$ 632,826,702	\$ 529,459,029

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Income

	Year Ended December 31	
	2024	2023
Revenues, net	\$ 742,290,926	\$ 679,194,785
Costs and expenses		
Operating	532,147,906	501,881,909
General and administrative	56,955,007	50,730,999
Depreciation and amortization	74,752,689	67,135,482
Loss on disposals of property and equipment, net	838,203	788,008
Total costs and expenses	664,693,805	620,536,398
Income from operations	77,597,121	58,658,387
Other (expense) income		
Interest expense	(31,803,977)	(24,379,520)
Other (expense) income, net	(15,389)	59,094
Other expense, net	(31,819,366)	(24,320,426)
Income before income tax expense	45,777,755	34,337,961
Income tax expense	(9,470,835)	(12,425,045)
Net income	36,306,920	21,912,916
Net income attributable to the noncontrolling interest	620,711	-
Net income attributable to Waste Pro Florida, Inc. and Subsidiaries	\$ 35,686,209	\$ 21,912,916

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Stockholder's Equity

	Common Stock	Additional Paid-In Capital	Retained Earnings	Total Stockholder's Equity	Noncontrolling Interest	Total Equity
Balances, January 1, 2023	\$ 10	\$ 5,191,843	\$ 279,773,536	\$ 284,965,389	\$ -	\$ 284,965,389
Net income	-	-	21,912,916	21,912,916	-	21,912,916
Balances, December 31, 2023	10	5,191,843	301,686,452	306,878,305	-	306,878,305
Non-controlling interest from business acquisition	-	-	-	-	4,181,904	4,181,904
Net income	-	-	35,686,209	35,686,209	620,711	36,306,920
Balances, December 31, 2024	\$ 10	\$ 5,191,843	\$ 337,372,661	\$ 342,564,514	\$ 4,802,615	\$ 347,367,129

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Cash Flows

	Year Ended December 31	
	2024	2023
Cash flows from operating activities		
Net income	\$ 36,306,920	\$ 21,912,916
Adjustments to reconcile net income to net cash from operating activities		
Unrealized gain on restricted investments	(57,190)	-
Provision for credit losses	1,631,089	1,674,598
Depreciation and amortization	74,752,689	67,135,482
Loss on disposal of property and equipment	838,203	788,008
Non-cash operating lease expense	5,775,151	5,676,444
Amortization of deferred contract costs	1,227,420	1,476,209
Accretion of accrued capping, closure, and post-closure costs	-	426,363
Deferred income taxes	(1,057,209)	4,196,000
Changes in operating assets and liabilities, which (used) provided cash, net of amounts acquired in acquisitions of businesses in 2024		
Accounts receivable	(2,753,036)	(7,463,279)
Prepaid expenses and other current assets	(950,889)	(4,956,849)
Deferred contract costs	(1,496,206)	(1,219,738)
Other assets	2,104,503	(5,934,702)
Accounts payable	22,068,623	(2,798,521)
Accrued liabilities	2,125,567	876,004
Income taxes payable	10,528,044	-
Deferred revenue	379,137	1,705,893
Operating lease obligations	(5,313,802)	(4,813,087)
Accrued capping, closure, and post-closure costs	(1,229,164)	(3,162,059)
Net change in cash from operating activities	144,879,850	75,519,682
Cash flows from investing activities		
Purchases of property and equipment	(118,359,879)	(82,824,709)
Proceeds from sale of property and equipment	435,191	149,359
Acquisitions of businesses	(34,052,890)	-
Net change in cash from investing activities	(151,977,578)	(82,675,350)
Cash flows from financing activities		
Borrowings of long-term debt	21,002,136	41,993,157
Payments to parent	(13,165,992)	(33,765,019)
Net change in cash from financing activities	7,836,144	8,228,138
Net change in cash	738,416	1,072,470
Cash, beginning of year	3,000,479	1,928,009
Cash, end of year	\$ 3,738,895	\$ 3,000,479

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

1. NATURE OF BUSINESS, BASIS OF PRESENTATION, AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

Waste Pro of Florida, Inc. and Subsidiaries (the "Company"), a wholly-owned subsidiary of **Waste Pro USA, Inc.** (the "Parent") are headquartered in Longwood, Florida and provide non-hazardous waste collection, transfer, recycling and disposal services in Florida.

Consolidation

The accompanying consolidated financial statements present the consolidated accounts of **Waste Pro of Florida, Inc.**, and its wholly-owned subsidiaries *Waste Pro Blountstown, LLC*; *Waste Pro Crestview, LLC*; *Waste Pro Defuniak Springs, LLC*; *Waste Pro Freeport, LLC*; *Waste Pro Lynn Haven, LLC*; *Waste Pro Panama City Beach, LLC*; *Waste Pro Southport, LLC*; *Waste Pro Ocala MRF, LLC*; *Waste Pro West Bay, LLC*; *A&D Recycling, LLC*; *Professional Waste Consultants, LLC* and *Clean Pro Enviro Solutions, LLC*. The accompanying consolidated financial statements also include the accounts of *Friends Recycling, LLC*, a majority-owned subsidiary.

All significant intercompany transactions and balances have been eliminated in consolidation.

Limited Liability Companies ("LLCs")

The LLCs are organized under the laws of the State of Florida and, barring certain events, will continue in existence indefinitely. Interested parties should refer to the Operating Agreements for a more complete description of the LLCs.

Entities Under Common Control

Accounting principles generally accepted in the United States of America ("GAAP") permit the Company to elect, when certain conditions exist, not to apply variable interest entity guidance to an entity operating under common control with the Company. Management has determined that these conditions were met by the Company and, as a result, the Company has elected not to apply the VIE guidance to *Waste Pro Southeast, LLC*; *Waste Pro Southwest, LLC*; *JH Properties, LP*; and *Seminole Springs Office Center, LLC* (the "VIE entities"), which are affiliated through common control. The VIE entities lease land and buildings to the Company. Under the accounting alternative, the Company has excluded the VIE entities' assets, comprised of the leased land and buildings, liabilities, and results of operations in their consolidated financial statements. The lease payments made to the VIE entities are recognized as rental expense in the Company's consolidated statements of income. The VIE entities have an immaterial amount in long-term debt guaranteed by a shareholder of the Company. The Company's maximum exposure to loss resulting from its involvement with the legal entities under common control cannot be quantified.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Use of Estimates

The preparation of consolidated financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of income and expenses during the reporting year. Actual results could differ from those estimates. Significant estimates include landfill closure obligations, remaining landfill capacity, and the fair value of assets and liabilities recognized in business combinations.

Cash

Cash consists primarily of demand deposits in banks, which at times may exceed federally insured limits. Management does not believe the Company is exposed to any significant interest rate or other financial risk as a result of these deposits.

Revenue from Contracts with Customers

Revenues are primarily generated from fees charged for waste collection, transfer, disposal, recycling, and resource recovery services and the sale of recyclable commodities. The fees charged for services are defined in service agreements and vary based on contract-specific terms, such as frequency of service, weight, volume, and the general market factors influencing a region's rates. The fees charged for services generally include environmental fees, fuel surcharge and regulatory recovery fees, which are intended to pass through to customers. Revenue associated with the Company's services is recognized as services are performed. For example, revenue typically is recognized as waste is collected, waste is received at landfills or transfer stations, or recycling commodities are delivered. Franchise fees paid to customers are excluded from revenues.

The following table disaggregates revenue by service line for the years ended December 31:

	2024	2023
Residential and commercial collection	\$ 643,380,174	\$ 591,882,350
Roll-off collection	69,229,306	66,908,525
Disposal	20,584,815	12,438,386
Fuel and environmental charges	25,759,859	27,118,993
Recycling	5,794,718	4,709,328
Other	3,365,465	4,763,116
Franchise fees	(25,823,411)	(28,625,913)
Revenue, net	<u>\$ 742,290,926</u>	<u>\$ 679,194,785</u>

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Contract Assets and Liabilities

Payments received from customers in advance of revenue recognition are considered contract liabilities and are recorded as deferred revenue on the consolidated balance sheets until performance obligations are satisfied.

The balances of accounts receivable, deferred contract costs, and deferred revenue are as follows:

	December 31, 2024	December 31, 2023	January 1, 2023
Accounts receivable, net	<u>\$ 75,122,625</u>	<u>\$ 74,000,678</u>	<u>\$ 68,211,997</u>
Deferred contract costs, net	<u>\$ 2,752,207</u>	<u>\$ 2,483,421</u>	<u>\$ 2,739,892</u>
Deferred revenue	<u>\$ 26,425,619</u>	<u>\$ 25,960,719</u>	<u>\$ 24,254,826</u>

Deferred Contract Costs

The Company's incremental direct costs of obtaining a contract (e.g., sales commissions) on contracts longer than one year are deferred and amortized to general and administrative expenses over the estimated useful life of the customer relationship, averaging 4.77 years. Contract implementation costs are deferred and amortized as a reduction in revenue over the contract life. Similar costs related to contracts with a term of less than one year are expensed as incurred. These amounts are included in deferred contract cost on the consolidated balance sheets.

Accounts Receivable

Accounts receivable are customer obligations due under normal trade terms generally requiring payment within 30 to 90 days from the invoice date. No collateral or other security is required to support accounts receivable, which are stated at the amounts billed and due from customers less an allowance for expected credit losses. None of the Company's contracts have a significant financing component. Management estimates an allowance for expected credit losses based on the amount it expects to collect from customers, based on the length of time the receivables have been outstanding, historical collection experience, current market conditions and forecasted economic and business environments. Amounts that are deemed to be uncollectible are written off against the allowance for credit losses. The expense associated with the allowance for credit losses of \$1,631,089 and \$1,674,598 for 2024 and 2023, respectively, is recognized in general and administrative expenses.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Property and Equipment (Exclusive of Landfills)

Property and equipment are stated at cost. Depreciation is provided for using the straight-line method over the estimated useful lives of the related assets, which range from 3 to 39 years. Leasehold improvements are amortized over the lesser of the life of the improvements or the term of the lease. Construction in progress represents various refabrication projects related to the Company's containers, vehicles and equipment. Expenditures for repairs and maintenance are charged to operations as incurred.

Management reviews these assets for impairment whenever events or changes in circumstances indicate the related carrying amounts may not be recoverable. There were no impairments during 2024 and 2023.

Landfill Accounting

The Company currently owns and operates 11 landfills. The cost of landfill airspace, including the original acquisition cost, landfill construction costs and asset retirement costs, which represent estimates of future costs associated with landfill final capping, closure, and post-closure activities (the "obligations"), are included in land and buildings in the consolidated balance sheets, and is amortized over the capacity of the landfill based on a units-of-consumption basis, applying an expense as a rate per compacted cubic yard or equivalent. Depletion expense is recorded as landfill operating costs, which is included in operating expenses in the consolidated statements of income.

We develop our initial estimates of these obligations using input from our operations personnel, third-party engineers, and accountants. Our estimates are based on our interpretation of current requirements and are intended to approximate fair value. Absent quoted market prices, the estimate of fair value is based on the best available information, including the results of present value techniques. We use historical experience, professional engineering judgment and quoted or actual prices paid for similar work to determine the fair value of these obligations.

Once we have determined the costs of these obligations, we inflate those costs to the expected time of payment and discount those expected future costs back to present value. As of December 31, 2024 and 2023, we inflated these costs in current dollars to the expected time of payment using an inflation rate of 2.52% and 2.62%, respectively. We discounted these costs to present value using credit-adjusted, risk-free rates, consistent with the expected cash flow approach. Any changes in cash flow expectations, including future obligations associated with environmental remediation liabilities are accounted for prospectively in accordance with GAAP. As a result, the credit-adjusted, risk-free discount rate used to calculate the present value of an obligation is specific to each individual asset retirement obligation. The credit-adjusted, risk-free rates applicable to our long-term asset retirement obligations as of December 31, 2024 and 2023, ranged from 4.10% to 4.62% and 3.42% to 4.15%, respectively.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Accrued capping, closure, and post-closure costs represent an estimate of the present value of these future obligations. Since these obligations are measured at estimated fair value using present value techniques, changes in the estimated cost or timing of future final capping, closure, and post-closure activities could result in a material change in these liabilities, related assets, and results of consolidated operations. Interest accretion on the future obligations is recorded using the effective interest method and is recorded as landfill operating costs, which is included in operating expenses in the consolidated statements of income.

Environmental Remediation Liabilities

A significant portion of our operating costs and capital expenditures associated with our landfills could be characterized as costs of environmental protection. The nature of our operations, particularly with respect to the construction, operation, and maintenance of our landfills, subjects us to an array of laws and regulations relating to the protection of the environment. Under current laws and regulations, we may have liabilities for environmental damage caused by our operations, or for damage caused by conditions that existed before we acquired a site. Where it is probable that a liability has been incurred, we estimate costs required to remediate sites based on site-specific facts and circumstances. These amounts are recorded as a part of accrued capping, closure, and post-closure costs.

Goodwill

Goodwill arising from business combinations represents the excess of purchase consideration exchanged by the Company over the estimated fair value of the net assets of acquired businesses. The Company evaluates goodwill for impairment on an annual basis. In completing this evaluation, management considers the profitability of the Company and compares its best estimate of future cash flows with the net carrying value of goodwill.

Changes in the gross carrying amounts of goodwill for the years ended December 31, are as follows:

	2024	2023
Goodwill, beginning of year	\$ 11,802,785	\$ 11,802,785
Acquisitions of businesses	14,265,223	-
Goodwill, end of year	<u>\$ 26,068,008</u>	<u>\$ 11,802,785</u>

Other Intangible Assets

Other intangible assets, including customer lists and non-compete agreements, have definite useful lives and are amortized over periods ranging from one to twenty years. Management reviews these assets for impairment whenever events or changes in circumstances indicate the related carrying amount may not be recoverable.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Future amortization of other intangible assets is as follows as of December 31, 2024:

Year	Amount
2025	\$ 579,702
2026	357,231
2027	353,778
2028	242,129
2029	242,129
Thereafter	<u>595,107</u>
Total	<u>\$ 2,370,076</u>

Leases

The Company determines if an arrangement is a lease at inception and considers classification of leases as operating or finance. Operating leases are included in operating lease right-of-use ("ROU") assets, current portion of operating lease obligations, and operating lease obligations, net of current portion on the Company's consolidated balance sheets.

Operating lease ROU assets and operating lease liabilities are recognized based on the present value of the future minimum lease payments over the lease term at commencement date. As most of the Company's leases do not provide an implicit rate, the Company uses the risk-free rate based on the information available at commencement date in determining the present value of future payments. The operating lease ROU asset also includes any lease payments made and initial direct costs incurred and excludes lease incentives. The Company's lease terms may include options to extend or terminate the lease when it is reasonably certain that the Company will exercise that option. Lease expense for minimum lease payments is recognized on a straight-line basis over the lease term. Variable rent payments are expensed as incurred. The Company's variable lease payments primarily consist of real estate, maintenance and usage charges.

The Company has elected to exclude short-term leases from the recognition requirements of Accounting Standards Codification 842. A lease is short-term if, at the commencement date, it has a term of less than or equal to one year. Lease expense related to short-term leases is recognized on a straight-line basis over the lease term.

The Company has elected the practical expedient for private companies in the lease standard to use the written terms and conditions of related party arrangements between entities under common control to determine whether an arrangement contains a lease and how the lease is classified.

Management reviews these ROU assets for impairment whenever events or circumstances indicate that their carrying values may not be fully recoverable.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Fair Value Measurements

Fair value refers to the price that would be received to sell an asset or paid to transfer a liability (an exit price) in an orderly transaction between market participants in the market in which the reporting entity transacts such sales or transfers based on the assumptions market participants would use when pricing an asset or liability. Assumptions are developed based on prioritizing information within a fair value hierarchy that gives the highest priority to quoted prices in active markets (Level 1) and the lowest priority to unobservable data (Level 3).

A description of each category in the fair value hierarchy is as follows:

- Level 1: Valuation is based upon quoted prices for identical instruments traded in active markets.
- Level 2: Valuation is based upon quoted prices for similar instruments in active markets, quoted prices for identical or similar instruments in markets that are not active, and model-based valuation techniques for which all-significant assumptions are observable in the market.
- Level 3: Valuation is generated from model-based techniques that use at least one significant assumption not observable in the market. These unobservable assumptions reflect the estimates of assumptions that market participants would use in pricing the asset or liability.

For a further discussion of Fair Value Measurements, refer to Notes 2 and 3.

Restricted Investments

The Company maintains assets for future closure and post-closure costs related to one of the Company's landfills. At December 31, 2024, these assets included marketable debt securities. Marketable debt securities, which are comprised of corporate bonds, with readily determinable fair value that are measured and recorded at fair value on a recurring basis with changes in fair value, whether realized or unrealized, recorded through the consolidated statements of income.

Original Issue Premium and Debt Issuance Costs

The Company amortizes original issuance premium and debt issuance costs using the straight-line method, which approximates the effective interest rate method, over the term of the related debt. These are offset to the balance of the related debt.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Common Stock

The affairs of the Company are governed by the Articles of Incorporation, dated January 2, 2001 (the "Articles"). The Company is authorized to issue 10,000,000 shares of Common Stock with a stated par value of \$0.01 per share. The Board of Directors of the Company, from time to time, may elect to declare and pay dividends to stockholders. The payment of dividends to stockholders has been restricted in accordance with the senior notes (see Note 5).

Income Taxes

The Company files a consolidated federal income tax return. Deferred income tax assets and liabilities are computed annually for differences between the consolidated financial statements and federal income tax basis of assets and liabilities that will result in taxable or deductible amounts in the future, based on enacted tax laws and rates applicable to the periods in which the differences are expected to affect taxable income. Deferred income taxes arise from temporary basis differences principally related to goodwill and property and equipment. Valuation allowances are established, when necessary, to reduce deferred tax assets to the amount expected to be realized. Income tax expense is the tax payable or refundable for the year plus or minus the change during the year in deferred tax assets and liabilities.

Advertising Expenses

The costs of advertising and product promotion, which are expensed as incurred, were approximately \$2,199,000 and \$1,349,000 in 2024 and 2023, respectively.

Subsequent Events

In preparing these consolidated financial statements, management has evaluated, for potential recognition or disclosure, significant events or transactions that occurred during the period subsequent to the most recent consolidated balance sheet presented herein, through the date these consolidated financial statements were available to be issued.

2. ACQUISITIONS

In 2024, the Company acquired certain assets and liabilities of six companies in separate transactions accounted for as business combinations. All acquisitions were made to strengthen the Company's position in the various markets serviced. The acquisitions were accounted for using the acquisition method of accounting and therefore, the financial position and results of these entities prior to the date of the acquisition were not included in the Company's 2023 consolidated financial statements. Accordingly, the purchase prices were allocated to the assets acquired and the liabilities assumed based upon their fair values at the dates of acquisition.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following assets and liabilities were recognized in the acquisitions (at fair value) during 2024:

Property and equipment	\$ 25,149,449
Goodwill	14,265,223
Other assets	3,469,027
Accrued capping, closure, and post-closure costs	(127,000)
Deferred revenue	(85,763)
Accrued liabilities	<u>(1,669,487)</u>
Purchase price	<u>\$ 41,001,449</u>

The fair values recorded are Level 3 inputs, which have been determined by management based on various market and income analyses and recent asset appraisals.

Consideration exchanged for the acquisitions consisted of the following:

Cash	\$ 34,052,890
Contingent consideration	<u>6,948,559</u>
Total fair value of consideration	<u>\$ 41,001,449</u>

Contingent consideration is recorded within accrued liabilities on the Company's consolidated balance sheet. The Company recognizes expenses in conjunction with certain metrics or milestones as noted in the purchase agreements. If the metrics or milestones are not met, the Company adjusts the purchase price allocation if within the remeasurement period, otherwise, recognizes income in the corresponding amount.

3. INVESTMENTS AND FAIR VALUE MEASUREMENTS

The Company utilizes fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures. Additionally, from time to time, the Company may be required to record at fair value other assets on a nonrecurring basis, such as goodwill, landfill retirement obligations, and other long-lived assets. These nonrecurring fair value adjustments typically involve the application of estimated fair value accounting or write downs of individual assets.

The following is a description of the valuation methodology and key inputs used to measure financial assets recorded at fair value. The description includes an indication of the level of the fair value hierarchy in which the assets are classified.

Marketable debt securities: Marketable debt securities are recorded at fair value on a recurring basis. Fair value measurement is based upon quoted prices, if available. Level 1 securities include those traded on an active exchange that are traded by dealers or brokers in active over-the-counter markets. Marketable debt securities are classified as Level 1 as of December 31, 2024.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The preceding method described may produce fair value calculations that may not be indicative of net realizable values or reflective of future fair values. Furthermore, although the Company believes its valuation method is appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The Company determines the appropriate classification of its debt securities at the time of purchase and reevaluates such determinations at each consolidated balance sheet date. Debt securities are classified as trading securities, which are held in anticipation of short-term fluctuations in market prices to fund certain landfill closure obligations.

Investments consist of the following at December 31, 2024:

Cost	\$ 1,500,000
Cumulative net unrealized gains	<u>57,190</u>
Total marketable securities	<u>\$ 1,557,190</u>

The Company recognized \$57,190 in net realized gains during 2024.

4. ACCRUED LIABILITIES

Accrued liabilities are as follows at December 31:

	2024	2023
Accrued liabilities		
Acquisition related earnouts	\$ 5,750,000	\$ 100,000
Salaries and wages	2,048,286	1,119,364
Disposal costs	7,416,873	6,475,582
Franchise taxes	1,924,611	2,856,240
Other	<u>12,900,797</u>	<u>10,019,747</u>
Total	<u>\$ 30,040,567</u>	<u>\$ 20,570,933</u>

Other accruals primarily consist of invoices received after the accounts payable cutoff for year end and accruals for property and equipment repairs and maintenance work performed, property taxes, sales taxes, and other miscellaneous accruals.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

5. BORROWED DEBT

Line of Credit Held by Parent

The Parent has a Senior Secured Asset-Based Credit Facility under a Credit Agreement, as amended, with a syndicate of lenders that includes a revolving line of credit (the "Line") of \$260,000,000. The Line matures on June 29, 2026. The Parent records all amounts due on the Line within its consolidated financial statements, which totaled \$207,084,865 as of December 31, 2024. Interest is allocated to the Company by the Parent based on the Parent's net investment in the Company. The Line contains various covenants, to include financial covenants and certain limits on permitted Industrial Revenue Bonds ("IRB") indebtedness, mergers and acquisitions, and the total amount of stock repurchases allowed, all of which management believes the Company was in compliance with at December 31, 2024.

The Line is collateralized by substantially all assets of the Parent, guaranteed by the Company, and is reduced by all outstanding letters of credit. At December 31, 2024, approximately \$27,700,000 was available to be borrowed on the Line.

In January 2025, the borrowing availability on the Line was increased to a maximum amount of \$290,000,000 and the maturity was extended to January 21, 2030.

The summary of Base Rates and margins are as follows at December 31:

Base Rate	Rate 2024	Rate 2023	Margin	Applicable Margin
(a) Federal Funds Rate	4.33%	5.50%	Plus 0.50%	Plus 1.25%
(b) SOFR	4.49%	5.34%	Plus 1.00%	Plus 1.25%
(c) Prime Rate	7.50%	8.50%	n/a	Plus 1.25%

The Line is subject to a quarterly unused line fee based on average borrowings on the Line compared to the amount available to be borrowed, as well as a quarterly letter of credit fee based on the amount of outstanding letters of credit, at the applicable margin for Secured Overnight Financing Rate ("SOFR").

Interest on outstanding borrowings is payable based on the following interest rate options: (i) Base Rate plus an applicable margin for Base Rate Loans, as defined by the leverage ratio; or (ii) SOFR plus an applicable margin for SOFR Loans as defined by the leverage ratio. The Base Rate is the greater of (a) the Federal Funds Rate plus 0.50%; (b) SOFR plus 1.00%; or (c) the Prime Rate plus an applicable margin as defined by the leverage ratio. SOFR is as published by the ICE Benchmark Administration Limited for the respective interest period, as defined. SOFR borrowings must be held for at least one month. The Applicable Margin for Base Rate Loans ranges from 0.50% to 1.00%, adjusted quarterly.

For the years ended December 31, 2024 and 2023, the majority of interest expense included within the consolidated statements of income relates to the allocation of interest by the Parent.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Tax-Exempt Bonds Held by Parent

The Parent borrows funds from governmental entities through the issuance of tax-exempt IRBs. Proceeds from the IRBs were used to finance or refinance certain costs relating to solid waste collection, organics and transfer, recycling and hauling facilities of the Company and to pay certain costs of issuance. The IRBs are secured by revenues of the Parent, and are guaranteed jointly and severally, fully, and unconditionally by certain of the Parent's wholly-owned subsidiaries, including the Company. The IRBs are callable and remarketable subject to certain provisions in the borrowing agreements.

During 2023, the Parent borrowed \$120,000,000 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2023 (Florida 2023 Bonds). The Florida 2023 Bonds accrue interest at 6.125% per annum commencing January 1, 2024 through maturity on July 1, 2032. The Florida 2023 Bonds require interest only payments on January 1 and July 1 of each year until maturity.

During 2021, the Parent borrowed \$109,996,222 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2021 (Florida 2021 Bonds), which consisted of a principal amount of \$105,175,000 at an original issue premium of \$4,821,222. The Florida 2021 Bonds accrue interest at 3.00% per annum commencing June 8, 2022 through maturity on June 1, 2032. The Florida 2021 Bonds require interest only payments on June 1 and December 1 of each year until maturity. The recorded premium will be amortized to interest expense over the contractual term of the Florida 2021 Bonds. For the years ended December 31, 2024 and 2023, amortization of the premium amounted to \$392,892.

During 2019, the Parent borrowed \$49,999,904 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2019 (Florida 2019 Bonds), which consisted of a principal amount of \$46,515,000 at an original issue premium of \$3,484,904. The Florida 2019 Bonds accrue interest at 5.00% per annum and require interest only payments on May 1 and November 1 of each year until maturity on May 1, 2029. The recorded premium is amortized to interest expense over the contractual term of the Florida 2019 Bonds. For the years ended December 31, 2024 and 2023, amortization of the premium amounted to \$328,553.

During 2017, the Parent borrowed \$50,000,000 of IRB, to include \$32,500,000 of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2017 (Florida 2017 Bonds) and \$17,500,000 of Mississippi Business Finance Corporation Solid Waste Disposal Revenue Bond (Waste Pro USA, Inc. Project) Series 2017 (Mississippi Bonds) under their respective indentures dated August 1, 2017 (the 2017 Bonds). The 2017 Bonds accrue interest at 5.00% per annum through August 1, 2023, at which time they may be converted from a fixed rate to a variable rate. During 2022, the Parent remarketed these bonds and the Florida 2017 Bonds and Mississippi Bonds now accrue interest at 5.25% and 5.00%, respectively, per annum through the date of maturity. The Florida 2017 Bonds mature August 1, 2029 and the Mississippi Bonds mature February 1, 2036. The 2017 Bonds require interest only payments on February 1 and August 1 of each year until maturity.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Long-term Debt

Long-term debt consists of the following obligations at December 31:

	2024	2023
Installment notes payable to finance companies; interest ranging from 6.09% to 9.91%; monthly principal and interest payments totaling \$3,059,013; due through December 2029; collateralized by certain equipment.	\$ 84,764,407	\$ 62,792,577
Less current portion	31,423,116	18,970,404
Long-term debt, less current portion	\$ 53,341,291	\$ 43,822,173

Scheduled annual principal maturities for each of the five years succeeding December 31, 2024, are summarized as follows:

Year	Amount
2025	\$ 31,423,116
2026	28,613,819
2027	13,716,805
2028	7,434,367
2029	3,576,300
Total	\$ 84,764,407

6. ACCRUED CAPPING, CLOSURE, AND POST-CLOSURE COSTS

Changes in liabilities for accrued capping, closure, and post-closure costs are as follows for the years ended December 31:

	2024	2023
Balance, beginning of year	\$ 5,251,196	\$ 7,986,892
Accretion expense	780,766	426,363
Increase in obligations related to acquired landfill and expanded cells	1,949,178	-
Landfill costs incurred	(2,050,085)	(3,162,059)
Balance, end of year	\$ 5,931,055	\$ 5,251,196

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Had the Company not inflated or discounted any portion of these estimated liabilities, the total amounts recorded at December 31, 2024 and 2023, would have been approximately \$14,632,000 and \$10,224,000, respectively.

7. LEASES

The Company leases certain offices and equipment under short-term and noncancelable operating lease agreements with unrelated third parties expiring through November 2033. The Company is also obligated under facility lease agreements with certain related parties expiring through December 2036. The related parties included certain members of management and owners of the Company, and their business entities.

The following table summarizes the composition of net lease cost during the years ended December 31:

	Related		Unrelated	
	2024	2023	2024	2023
Operating lease cost	\$ 3,519,042	\$ 3,079,572	\$ 469,021	\$ 1,352,742
Short-term lease cost	-	-	1,032,143	907,902
Short-term equipment lease cost	-	-	3,221,529	1,863,380
Total lease cost	\$ 3,519,042	\$ 3,079,572	\$ 4,722,693	\$ 4,124,024

As of December 31, 2024 and 2023, leasehold improvements with an unamortized balance in relation to related party lease arrangements are immaterial.

The following table summarizes other information related to the Company's leases during the years ended December 31:

	2024	2023
Cash paid for amounts included in the measurement of lease obligations		
Operating cash flows	\$ 5,313,802	\$ 4,813,087
Right-of-use assets obtained in exchange for new operating lease obligations	\$ 3,167,436	\$ 16,551,204
Weighted-average remaining lease term (in years)	7.93	8.27
Weighted-average discount rate	2.60%	2.32%

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following table presents a maturity analysis summary of the Company's operating lease obligations recorded on the consolidated balance sheet as of December 31, 2024:

Year	Related	Unrelated
2025	\$ 3,877,794	\$ 1,656,255
2026	4,019,796	1,324,462
2027	3,614,981	1,144,641
2028	3,530,011	585,207
2029	3,671,159	476,776
Thereafter	13,579,735	813,019
Total lease payments	32,293,476	6,000,360
Less discount to present value	3,548,246	419,968
Total lease obligations	28,745,230	5,580,392
Less current portion	3,194,534	1,533,590
Long-term lease obligations	\$ 25,550,696	\$ 4,046,802

The related parties include certain members of management and owners of the Company, and their business entities.

8. INCOME TAXES

The income tax expense consists of the following for the years ended December 31:

	2024	2023
Current tax expense	\$ 10,528,044	\$ 8,229,045
Deferred taxes	(1,057,209)	4,196,000
Total	\$ 9,470,835	\$ 12,425,045

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

A reconciliation of the income tax expense and the amount computed by applying statutory federal and state tax rates to income before tax expense is as follows for the years ended December 31:

	2024	2023
Federal and state income taxes computed -		
26.5% pretax income	\$ 12,131,105	\$ 9,099,560
Effect of nondeductible expenses	59,675	52,527
Effect of adjustment of prior year estimates	(2,719,945)	3,272,958
Income tax expense	<u>\$ 9,470,835</u>	<u>\$ 12,425,045</u>

For 2024 and 2023, the tax expense differs from the expense that would result from applying statutory rates to income before income tax expense primarily due to changes in depreciation estimates for tax purposes and certain expenses not being deductible for income tax purposes.

Deferred tax amounts included in the consolidated balance sheets consist of the following at December 31:

	2024	2023
Deferred tax assets	\$ 895,000	\$ 895,000
Deferred tax liabilities	(61,333,791)	(62,391,000)
Total	<u>\$ (60,438,791)</u>	<u>\$ (61,496,000)</u>

At December 31, 2024 and 2023, deferred tax assets are primarily related to net operating losses, certain expenses and costs which are not deductible for tax purposes until paid, including the allowance for credit losses. Deferred tax liabilities primarily relate to the excess of tax depreciation and amortization over depreciation and amortization (including goodwill) for consolidated financial statements purposes.

Management has analyzed the Company's income tax positions for 2021 through 2024, the years which remain subject to examination by major tax jurisdictions as of December 31, 2024, and concluded that there are no significant uncertain tax positions requiring recognition in the Company's consolidated financial statements. The Company does not expect the total amount of unrecognized tax benefits ("UTB") (e.g., tax deductions, exclusions, or credits claimed or expected to be claimed) to significantly increase in the next 12 months. The Company does not have any amounts accrued for interest and penalties related to UTBs at December 31, 2024 and 2023, and it is not aware of any claims for such amounts by federal or state income tax authorities.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

9. RETIREMENT PLANS

The Parent sponsors a 401(k) plan (the "Plan") covering substantially all full-time employees meeting certain minimum age and length of service requirements. Employee contributions are voluntary and employer matching contributions are based on 50% of employee contributions up to 4% of compensation. In 2024 and 2023, the Company contributed approximately \$2,119,000 and \$1,811,000, respectively, to the Plan.

10. RELATED PARTY TRANSACTIONS

The Company receives substantially all capital funding from the Parent. In addition, the Parent performs certain administrative functions for the Company and allocates the related costs to the various entities owned by the Parent. Accordingly, the financial condition of the Company at December 31, 2024 and 2023, and results of its operations for the years then ended may be significantly different if the Company had operated as an unaffiliated company.

At December 31, 2024 and 2023, the amounts due from the Parent included in the consolidated balance sheets primarily represent advances utilized to fund operations of the Parent. For 2024 and 2023, the allocation of administrative expenses from the Parent approximated \$12,822,000 and \$19,181,000, respectively, which is included in general and administrative expenses in the consolidated statements of income.

11. COMMITMENTS AND CONTINGENCIES

Insurance

The Company participates in the Parent's workers compensation and auto insurance coverage, which is provided under partially self-insured policies from independent third parties. The Company receives an allocation of expense from the Parent based on the claims and premium incurred, which is included in operating expenses. Management believes the total amount allocated during 2024 and 2023, of approximately \$32,927,000 and \$29,223,000, respectively, is adequate to provide for the final disposition of such claims. The Company has individual stop loss policies. There are no aggregate stop loss policies.

Health Insurance

The Company participates in the Parent's health insurance policy, which is provided under a partially self-funded employee welfare benefit plan managed by an independent third party. The Company receives an allocation of expense from the Parent based on the claims and premiums incurred, which is included in operating expenses. Management believes the amount allocated during 2024 and 2023, of approximately \$11,846,000 and \$9,218,000, respectively, is adequate to provide for the final disposition of such claims. The Company has an individual stop loss policy. There is no aggregate stop loss policy.

Purchase Commitments

As of December 31, 2024, the Company has made commitments to purchase vehicles and equipment totaling approximately \$117,309,000.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

12. LEGAL

The Company is currently involved in a contract dispute lawsuit with a former municipal customer. The municipality has filed suit against the Company for significant liquidated damages, which the Company is vigorously defending against. The Company has also filed suit against the municipality for recovery of damages previously assessed through withholding of payments. At this time, the potential exposure cannot be reasonably determined.

The Company is involved in various other lawsuits in the normal course of business. As of December 31, 2024, management cannot predict the outcome of the lawsuits or estimate the amount of any loss that may result. Accordingly, no provision for any contingent liabilities that may result has been made in the consolidated financial statements. Management assesses its potential liability relating to litigation based on information available. Management believes that losses resulting from these matters, if any, would not have a material effect on the consolidated financial position of the Company.

13. SUPPLEMENTAL CASH FLOWS INFORMATION

Other Cash Flows Information

Cash paid for interest and income taxes amounted to the following for the years ended December 31:

	2024	2023
Cash paid for interest allocated by Parent	\$ 31,023,211	\$ 23,953,157
Cash paid for income taxes	\$ -	\$ -

The Company files under the apportionment method of its consolidated return in federal and state jurisdictions. Amounts due are paid for by the parent and are included within Due from Parent in the consolidated balance sheets.

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INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION

March 28, 2025

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
Longwood, Florida

We have audited the consolidated financial statements of **Waste Pro of Florida, Inc. and Subsidiaries** as of and for the year ended December 31, 2024, and have issued our report thereon dated March 28, 2025, which expressed an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The Schedules of Consolidated Operating Expenses and General and Administrative Expenses for the years ended December 31, 2024 and 2023, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such information has not been subjected to the auditing procedures applied in our audit of the consolidated financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Rehmann Lobson LLC



201 East Pine Street, Suite 801, Orlando, FL 32801

407.843.4433

**SUPPLEMENTARY INFORMATION
FOR THE YEARS ENDED
DECEMBER 31, 2024 AND 2023**

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated Operating Expenses

	Year Ended December 31	
	2024	2023
Payroll and payroll taxes	\$ 208,768,405	\$ 195,681,257
Disposal costs	114,141,971	109,723,251
Vehicle operating costs	53,697,115	56,736,396
Repairs and maintenance	53,340,795	50,008,295
Insurance	50,734,932	44,877,401
Subcontract trucking	15,749,283	13,105,377
Contract labor	11,780,506	11,873,311
Property and equipment rent	8,051,340	6,279,022
Start-up costs	3,090,378	1,750,306
Utilities	2,572,747	2,680,980
Retirement plan contributions	1,867,797	1,681,612
Recycling material	1,443,897	1,383,771
Property damage	1,374,440	1,001,455
Corporate allocation	1,209,171	-
Municipal fees	1,141,977	1,894,571
Bond fees	1,118,288	964,042
Uniforms	900,077	833,709
Telephone	542,111	702,258
Travel	451,376	548,077
Licenses and permits	97,893	80,045
Sanitation supplies	73,407	76,773
Total	\$ 532,147,906	\$ 501,881,909

See independent auditors' report on supplementary information.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated General and Administrative Expenses

	Year Ended December 31	
	2024	2023
Payroll and payroll taxes	\$ 22,307,463	\$ 13,464,111
Corporate allocation	11,613,079	19,180,763
Professional fees	4,241,323	2,908,643
Training	2,529,164	2,799,059
Taxes, other than income	2,458,741	2,290,272
Advertising	2,162,240	1,349,188
Provision for credit losses	1,631,089	1,674,598
Bank charges	1,497,593	1,166,649
Travel	1,455,185	697,613
Insurance	1,035,407	767,943
Postage	1,050,047	1,056,703
Telephone	946,836	825,549
Office supplies	748,223	663,313
Repairs and maintenance	517,215	15,640
Rent	511,995	924,573
Miscellaneous	485,772	-
Vehicle	466,425	-
Contract labor	335,453	345,950
Computer expense	315,905	283,697
Retirement plan contributions	251,089	129,294
Dues and subscriptions	244,058	137,221
Collections	150,705	50,220
Total	\$ 56,955,007	\$ 50,730,999

See independent auditors' report on supplementary information.

Waste Pro of
Florida, Inc.
and
Subsidiaries



Years Ended
December 31,
2023 and 2022

Consolidated
Financial Statements
and
Supplementary
Information

Rehmann

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

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INDEPENDENT AUDITORS' REPORT

March 8, 2024

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
Longwood, Florida

Opinion

We have audited the accompanying consolidated financial statements of **Waste Pro of Florida, Inc. and Subsidiaries** (the "Company"), which comprise the consolidated balance sheets as of December 31, 2023 and 2022, and the related consolidated statements of income, stockholder's equity, and cash flows for the years then ended, and the related notes to the consolidated financial statements (the "consolidated financial statements").

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of **Waste Pro of Florida, Inc. and Subsidiaries** as of December 31, 2023 and 2022, and the consolidated results of their operations and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter

The accompanying consolidated financial statements have been prepared from the separate records maintained by the Company and may not necessarily be indicative of the conditions that would have existed or the results of operations if the Company had been operated as an unaffiliated company. Portions of certain income and expenses represent allocations made from related entities (see Note 9).

Change in Accounting Principle

As described in Note 1 to the consolidated financial statements, effective January 1, 2023, the Company adopted Accounting Standards Codification Topic 326, *Financial Instruments - Credit Losses*. Our conclusion is not modified with respect to this matter.



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407.843.4433

Responsibilities of Management for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

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

In performing an audit in accordance with generally accepted auditing standards, we:

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

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

Rehmann Lobson LLC

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

	December 31	
	2023	2022
ASSETS		
Current assets		
Cash	\$ 3,000,479	\$ 1,928,009
Accounts receivable, less allowance for credit losses of approximately \$1,483,000 (\$1,680,000 in 2022)	74,000,678	68,211,997
Prepaid expenses and other current assets	10,361,826	5,404,977
Current portion of deferred contract costs, net	1,000,300	875,254
Total current assets	88,363,283	76,420,237
Property and equipment		
Vehicles	545,159,843	502,231,495
Containers	220,057,713	195,358,625
Land and buildings	58,888,307	57,654,514
Leasehold improvements	31,438,088	29,308,083
Equipment	28,978,285	26,459,222
Construction in process	9,676,183	14,065,045
Furniture and fixtures	2,651,227	3,812,344
	896,849,646	828,889,328
Less accumulated depreciation and amortization	527,661,982	474,658,746
Property and equipment, net	369,187,664	354,230,582
Operating lease, right-of-use assets	34,389,337	22,778,751
Goodwill	11,802,785	11,802,785
Deferred contract costs, net	1,483,121	1,864,638
Due from parent	17,667,742	12,730,723
Other assets, net	6,565,097	835,617
Total assets	\$ 529,459,029	\$ 480,663,333

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

LIABILITIES AND STOCKHOLDER'S EQUITY	December 31	
	2023	2022
Current liabilities		
Current portion of long-term debt	\$ 18,970,404	\$ 12,968,561
Current portion of operating lease obligations	4,369,334	3,375,868
Current portion of accrued capping, closure, and post-closure costs	61,740	874,778
Accounts payable	10,936,845	13,735,366
Accrued liabilities	20,570,933	19,694,929
Deferred revenue	25,960,719	24,254,826
Total current liabilities	80,869,975	74,904,328
Long-term debt, net of current portion	43,822,173	36,658,859
Accrued capping, closure, and post-closure costs	5,189,456	7,112,114
Operating lease obligations, net of current portion	31,203,120	19,722,643
Deferred income tax liabilities	61,496,000	57,300,000
Total liabilities	222,580,724	195,697,944
Stockholder's equity		
Common stock - \$0.01 par value; 10,000,000 shares authorized; 1,000 shares issued and outstanding	10	10
Additional paid-in capital	5,191,843	5,191,843
Retained earnings	301,686,452	279,773,536
Total stockholder's equity	306,878,305	284,965,389
Total liabilities and stockholder's equity	\$ 529,459,029	\$ 480,663,333

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Income

	Year Ended December 31	
	2023	2022
Revenues, net	\$ 679,194,785	\$ 601,354,457
Costs and expenses		
Operating	501,881,909	462,916,225
General and administrative	50,730,999	45,615,707
Depreciation and amortization	67,135,482	59,429,986
Loss on disposals of assets, net	788,008	1,367,988
Total costs and expenses	620,536,398	569,329,906
Income from operations	58,658,387	32,024,551
Other (expense) income		
Interest expense	(24,379,520)	(20,463,431)
Other income (expense), net	59,094	(5,106,601)
Other expense, net	(24,320,426)	(25,570,032)
Income before income tax expense	34,337,961	6,454,519
Income tax expense	(12,425,045)	(1,970,844)
Net income	\$ 21,912,916	\$ 4,483,675

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Stockholder's Equity

	Common Stock	Additional Paid-In Capital	Retained Earnings	Total Stockholder's Equity
Balances, January 1, 2022	\$ 10	\$ 5,191,843	\$ 275,289,861	\$ 280,481,714
Net income	-	-	4,483,675	4,483,675
Balances, December 31, 2022	10	5,191,843	279,773,536	284,965,389
Net income	-	-	21,912,916	21,912,916
Balances, December 31, 2023	<u>\$ 10</u>	<u>\$ 5,191,843</u>	<u>\$ 301,686,452</u>	<u>\$ 306,878,305</u>

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Cash Flows

	Year Ended December 31	
	2023	2022
Cash flows from operating activities		
Net income	\$ 21,912,916	\$ 4,483,675
Adjustments to reconcile net income to net cash provided by operating activities		
Provision for credit losses	1,674,598	1,050,062
Depreciation and amortization	67,135,482	59,429,986
Loss on disposals of assets, net	788,008	1,367,988
Amortization of operating lease, right-of-use assets	4,940,618	3,671,801
Amortization of deferred contract costs	1,476,209	909,651
Accretion of accrued capping, closure, and post-closure costs	426,363	278,413
Deferred income taxes	4,196,000	6,532,000
Changes in operating assets and liabilities, which (used) provided cash, net of amounts acquired in acquisition of businesses in 2022		
Accounts receivable	(7,463,279)	(7,426,112)
Prepaid expenses and other current assets	(10,891,551)	662,778
Deferred contract costs	(1,219,738)	(1,261,030)
Accounts payable	(2,798,521)	973,548
Accrued liabilities	876,004	4,048,412
Deferred revenue	1,705,893	3,996,641
Operating lease obligations	(4,077,261)	(3,352,041)
Accrued capping, closure, and post-closure costs	(3,162,059)	(827,755)
Net cash provided by operating activities	75,519,682	74,538,017
Cash flows from investing activities		
Purchases of property and equipment	(53,996,709)	(74,085,624)
Proceeds from sale of property and equipment	149,359	3,671,835
Acquisitions of business assets	-	(2,319,282)
Net cash used in investing activities	(53,847,350)	(72,733,071)
Cash flows from financing activities		
Borrowings of long-term debt	13,165,157	32,419,237
(Payments to) advances from parent	(33,765,019)	(33,684,377)
Net cash used in financing activities	(20,599,862)	(1,265,140)
Net increase in cash	1,072,470	539,806
Cash, beginning of year	1,928,009	1,388,203
Cash, end of year	\$ 3,000,479	\$ 1,928,009

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

1. NATURE OF BUSINESS, BASIS OF PRESENTATION, AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

Waste Pro of Florida, Inc. and Subsidiaries (the "Company"), a wholly-owned subsidiary of **Waste Pro USA, Inc.** (the "Parent") are headquartered in Longwood, Florida and provide non-hazardous waste collection, transfer, recycling and disposal services in Florida.

Consolidation

The accompanying consolidated financial statements present the consolidated accounts of **Waste Pro of Florida, Inc.**, and its wholly-owned subsidiaries *Waste Pro Blountstown, LLC*; *Waste Pro Crestview, LLC*; *Waste Pro Defuniak Springs, LLC*; *Waste Pro Freeport, LLC*; *Waste Pro Lynn Haven, LLC*; *Waste Pro Panama City Beach, LLC*; *Waste Pro Southport, LLC*; *Waste Pro Ocala MRF, LLC*; *Waste Pro West Bay, LLC*; *A&D Recycling, LLC* and *Clean Pro Enviro Solutions, LLC*. All significant intercompany transactions and balances have been eliminated in consolidation.

Limited Liability Companies ("LLCs")

The LLCs are organized under the laws of the State of Florida and, barring certain events, will continue in existence indefinitely. Interested parties should refer to the Operating Agreements for a more complete description of the LLCs.

Risks and Economic Uncertainties

The impact of global events on labor markets, fuel supplies and other operational resources has caused the Company to incur increased operational costs. The extent of the ultimate impact of the global events on the Company's consolidated operational and financial performance will depend on various developments, including the duration and its impact on customers, suppliers, and employees, all of which cannot be reasonably predicted at this time. While management reasonably expects the global events to impact the Company's consolidated financial position, operating results, and the timing and amounts of cash flows, the related consequences and duration continue to be uncertain.

Use of Estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America ("GAAP") requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of income and expenses during the reporting year. Actual results could differ from those estimates. Significant estimates include landfill closure obligations and remaining landfill capacity.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Cash

Cash consists primarily of demand deposits in banks, which at times may exceed federally insured limits. Management does not believe the Company is exposed to any significant interest rate or other financial risk as a result of these deposits.

Revenue from Contracts with Customers

Revenues are primarily generated from fees charged for waste collection, transfer, disposal, recycling, and resource recovery services and the sale of recyclable commodities. The fees charged for services are defined in service agreements and vary based on contract-specific terms, such as frequency of service, weight, volume, and the general market factors influencing a region's rates. The fees charged for services generally include environmental fees, fuel surcharge and regulatory recovery fees, which are intended to pass through to customers. Revenue associated with the Company's services is recognized as services are performed. For example, revenue typically is recognized as waste is collected, waste is received at landfills or transfer stations, or recycling commodities are delivered. Franchise fees paid to customers are excluded from revenues.

The following table disaggregates revenue by service line for the years ended December 31:

	2023	2022
Residential and commercial collection	\$ 534,675,629	\$ 477,020,927
Compactor income	57,206,721	48,956,078
Roll-off collection	66,908,525	55,864,035
Disposal	12,438,386	12,629,013
Fuel and environmental charges	27,118,993	22,725,877
Recycling	4,709,328	7,151,967
Other	4,763,116	4,846,845
Franchise fees	(28,625,913)	(27,840,285)
Revenue, net	\$ 679,194,785	\$ 601,354,457

Contract Assets and Liabilities

Payments received from customers in advance of revenue recognition are considered contract liabilities and are recorded as deferred revenue on the consolidated balance sheets until performance obligations are satisfied.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Contract assets and liabilities were as follows for the years ended December 31:

	2023	2022	2021
Accounts receivable, net	<u>\$ 74,000,678</u>	<u>\$ 68,211,997</u>	<u>\$ 61,835,947</u>
Deferred contract costs, net	<u>\$ 2,483,421</u>	<u>\$ 2,739,892</u>	<u>\$ 2,418,513</u>
Deferred revenue	<u>\$ 25,960,719</u>	<u>\$ 24,254,826</u>	<u>\$ 20,258,185</u>

Deferred Contract Costs

The Company's incremental direct costs of obtaining a contract (e.g., sales commissions) on contracts longer than one year are deferred and amortized to general and administrative expenses over the estimated useful life of the customer relationship, averaging 4.77 years. Contract implementation costs are deferred and amortized as a reduction in revenue over the contract life. Similar costs related to contracts with a term of less than one year are expensed as incurred. These amounts are included in deferred contract cost on the consolidated balance sheets.

For 2023 and 2022, amortization expense related to deferred sales commissions amounted to approximately \$1,398,000 and \$856,000, respectively, and amortization expense related to contract implementation costs amounted to approximately \$78,000 and \$53,000, respectively.

Accounts Receivable

Accounts receivable are customer obligations due under normal trade terms generally requiring payment within 30 to 90 days from the invoice date. No collateral or other security is required to support accounts receivable, which are stated at the amounts billed and due from customers less an allowance for expected credit losses. None of the Company's contracts have a significant financing component. Management estimates an allowance for expected credit losses based on the amount it expects to collect from customers, based on the length of time the receivables have been outstanding, historical collection experience, current market conditions and forecasted economic and business environments. Amounts that are deemed to be uncollectible are written off against the allowance for credit losses. The expense associated with the allowance for credit losses of \$1,674,598 and \$1,050,062 for 2023 and 2022, respectively, is recognized in general and administrative expenses.

During 2022, approximately \$5,100,000 of accounts receivable were written off due to an infrequent and unusual event with a municipal customer. Accordingly, the amount is included in other expenses in the 2022 consolidated statement of income.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Property and Equipment and Depreciation

Property and equipment are stated at cost. Depreciation is provided for using the straight-line method over the estimated useful lives of the related assets, which range from 3 to 39 years. Leasehold improvements are amortized over the lesser of the life of the improvements or the term of the lease. Construction in progress represents various refabrication projects related to the Company's containers, vehicles and equipment. Expenditures for repairs and maintenance are charged to operations as incurred. During 2023 and 2022, the Company financed approximately \$28,828,000 and \$38,185,000, respectively, of property and equipment purchases.

The cost of landfill airspace, including the original acquisition cost and incurred projected landfill construction costs and asset retirement costs, which represent estimates of future costs associated with landfill final capping, closure, and post-closure activities, are included in land and buildings in the consolidated balance sheets, and is amortized over the capacity of the landfill based on a per unit basis as landfill airspace is consumed.

Management reviews these assets for impairment whenever events or changes in circumstances indicate the related carrying amounts may not be recoverable.

Goodwill

Goodwill arising from business combinations represents the excess of purchase consideration exchanged by the Company over the estimated fair value of the net assets of acquired businesses. The Company evaluates goodwill for impairment on an annual basis. In completing this evaluation, management considers the profitability of the Company and compares its best estimate of future cash flows with the net carrying value of goodwill.

Changes in the gross carrying amounts of goodwill for the years ended December 31, are as follows:

	2023	2022
Goodwill, beginning of year	\$ 11,802,785	\$ 10,784,088
Acquisition of businesses	-	1,018,697
Goodwill, end of year	<u>\$ 11,802,785</u>	<u>\$ 11,802,785</u>

Other Intangible Assets

Other intangible assets, including customer lists, non-compete agreements and a landfill agreement, have definite useful lives and are amortized over periods ranging from one to twenty years. Management annually reviews these assets for impairment whenever events or changes in circumstances indicate the related carrying amount may not be recoverable.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Leases

The Company's lease arrangements primarily relate to real estate, corporate offices, and maintenance facilities and, to a lesser extent, certain equipment and other assets. The Company's leases generally have initial terms ranging from two to ten years and may include renewal or early-termination options, rent escalation clauses, and/or lease incentives in the form of rent abatements. The Company is typically required to make fixed minimum rent payments, variable rent payments, or a combination thereof, relating to its right to use an underlying leased asset. The Company is also often required to pay for certain other costs that do not relate specifically to its right to use an underlying leased asset, but that are associated with the asset, including common area maintenance fees and/or certain other costs (referred to collectively herein as "non-lease components"), which may be fixed or variable in amount, depending on the terms of the respective lease agreement.

The Company determines whether an arrangement contains a lease at the arrangement's inception. If a lease is determined to exist, its related term is assessed at lease commencement once the underlying asset is made available by the lessor for the Company's use. The Company's assessment of the lease term reflects the non-cancellable period of the lease, inclusive of any rent-free periods and/or periods covered by early-termination options for which the Company is not considered reasonably certain of exercising, as well as periods covered by renewal options for which it is considered reasonably certain of exercising. The Company also determines lease classification as either operating or finance at lease commencement, which governs the pattern of expense recognition and the presentation thereof reflected in the consolidated statements of income over the lease term.

For leases with a lease term exceeding 12 months, a lease liability is recorded on the Company's consolidated balance sheet at lease commencement reflecting the present value of its fixed payment obligations over such terms. A corresponding right-of-use ("ROU") asset equal to the initial lease liability is also recorded, increased by any prepaid rent and/or initial direct costs incurred in connection with execution of the lease, and reduced by any lease incentives received. The Company includes fixed payment obligations related to non-lease components in the measurement of ROU assets and lease liabilities, as it elects to account for lease and non-lease components together as a single lease component. Variable lease payments are not included in the measurement of ROU assets and lease liabilities. ROU assets associated with finance leases are presented separate from those associated with operating leases, and are included within property and equipment, net on the Company's consolidated balance sheet. For purposes of measuring the present value of its fixed payment obligations for a given lease, the Company uses the risk-free discount rate, determined based on information available at lease commencement, as rates implicit in its leasing arrangements are not readily determinable.

For operating leases, fixed lease payments are recognized as operating lease cost on a straight-line basis over the lease term. For finance leases, the initial ROU asset is depreciated on a straight-line basis over the lease term, along with recognition of interest expense associated with accretion of the lease liability, which is ultimately reduced by the related fixed payments as they are made. For leases with a lease term of 12 months or less (referred to as a "short-term lease"), any fixed lease payments are recognized on a straight-line basis over such term and are not recognized on the consolidated balance sheet. Variable lease cost, if any, is recognized as incurred for all leases.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Management reviews these ROU assets for impairment whenever events or circumstances indicate that their carrying values may not be fully recoverable.

Accrued Capping, Closure, and Post-Closure Costs

Accrued capping, closure, and post-closure costs represent an estimate of the present value of the future obligation to be incurred associated with final capping, closure, and post-closure monitoring of the 18 landfills currently owned and operated by the Company. The fair value of the future obligations is developed based on estimates from third-party engineers of the airspace available and consumed to date for each landfill and the expected timing of each final capping event.

The engineers' cost estimates are inflated to the expected time of payment and then those future costs are discounted back to present value using the Company's long-term credit-adjusted risk-free rate. Because these obligations are measured at estimated fair value using present value techniques, changes in the estimated cost or timing of future final capping, closure, and post-closure activities could result in a material change in these liabilities, related assets, and results of consolidated operations.

Original Issue Premium and Debt Issuance Costs

The Company amortizes original issuance premium and debt issuance costs using the straight-line method, which approximates the effective interest rate method over the term of the related debt.

Common Stock

The affairs of the Company are governed by the Articles of Incorporation, dated January 2, 2001 (the "Articles"). The Company is authorized to issue 10,000,000 shares of Common Stock with a stated par value of \$0.01 per share. The Board of Directors of the Company, from time to time, may elect to declare and pay dividends to stockholders. The payment of dividends to stockholders has been restricted in accordance with the senior notes (see Note 4).

Income Taxes

The Company files a consolidated federal income tax return. Deferred income tax assets and liabilities are computed annually for differences between the consolidated financial statements and federal income tax basis of assets and liabilities that will result in taxable or deductible amounts in the future, based on enacted tax laws and rates applicable to the periods in which the differences are expected to affect taxable income. Deferred income taxes arise from temporary basis differences principally related to goodwill and property and equipment. Valuation allowances are established, when necessary, to reduce deferred tax assets to the amount expected to be realized. Income tax expense is the tax payable or refundable for the year plus or minus the change during the year in deferred tax assets and liabilities.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Advertising Expenses

The costs of advertising and product promotion, which are expensed as incurred, were approximately \$1,349,000 and \$1,268,000 in 2023 and 2022, respectively.

Change in Accounting Principle

The Financial Accounting Standards Board issued Accounting Standards Update 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*, in June 2016. The standard replaced the incurred loss impairment methodology with a new methodology that reflects current expected credit losses ("CECL") on financial assets, including receivables, available-for-sale securities, and certain off-balance sheet commitments. The new methodology requires the measurement of all expected credit losses based on historical experience, current economic conditions, and reasonable and supportable forecasts. The standard also expands the required quantitative and qualitative disclosures for expected credit losses. On January 1, 2023, the Company adopted the standard using a modified retrospective method. The adoption of this standard did not have a material impact on the consolidated financial statements.

Subsequent Events

In preparing these consolidated financial statements, management has evaluated, for potential recognition or disclosure, significant events or transactions that occurred during the period subsequent to December 31, 2023, the most recent consolidated balance sheet presented herein, through March 8, 2024, the date these consolidated financial statements were available to be issued. No other significant such events or transactions were identified.

2. BUSINESS ACQUISITION

During 2022, the Company acquired certain assets and liabilities of a company in a transaction accounted for as a business combination. The total purchase price of this transaction included approximately \$1,875,000 in cash and additional contingent future payments.

The acquisition was made to strengthen the Company's position in the various markets serviced. The acquisitions were accounted for using the acquisition method of accounting and therefore, the consolidated financial position and results of these entities prior to the date of the acquisition were not included in the Company's 2022 consolidated financial statements. Accordingly, the purchase prices were allocated to the assets acquired and the liabilities assumed based upon their fair values at the date of acquisition.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following assets and liabilities were recognized in the acquisition (at fair value):

Property and equipment	\$ 601,135
Other assets	799,450
Goodwill	1,018,697
Accrued liabilities	<u>(100,000)</u>

Purchase Price	<u>\$ 2,319,282</u>
-----------------------	----------------------------

Consideration exchanged for the acquisitions consisted of the following:

Cash	\$ 1,875,000
Contingent consideration	<u>444,282</u>
Total fair value of consideration	<u>\$ 2,319,282</u>

3. ACCRUED LIABILITIES

Accrued liabilities are as follows at December 31:

	2023	2022
Accrued liabilities		
Salaries	\$ 1,119,364	\$ 995,851
Disposal costs	6,475,582	3,771,364
Franchise taxes	2,856,240	2,243,883
Other	<u>10,119,747</u>	<u>12,683,831</u>
Total	<u>\$ 20,570,933</u>	<u>\$ 19,694,929</u>

4. BORROWED DEBT (INCLUDING RELATED PARTY)

Line of Credit Held by Parent

The Parent has a Senior Secured Asset-Based Credit Facility under a Credit Agreement, as amended, with a syndicate of lenders that includes a revolving line of credit (the "Line") of \$215,000,000. The Line matures on June 29, 2026. The Parent records all amounts due on the Line within its consolidated financial statements, which totaled \$35,801,434 as of December 31, 2023. Interest is allocated to the Company by the Parent based on the Parent's net investment in the Company. The Line contains various covenants, to include financial covenants and certain limits on permitted Industrial Revenue Bonds ("IRB") indebtedness, mergers and acquisitions, and the total amount of stock repurchases allowed, all of which management believes the Company was in compliance with at December 31, 2023.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The Line is collateralized by substantially all assets of the Parent, guaranteed by the Company, and is reduced by all outstanding letters of credit. At December 31, 2023, approximately \$166,425,309 was available to be borrowed on the Line.

At December 31, 2023, the summary of Base Rates and margins are as follows:

	Base Rate	Rate	Margin	Applicable Margin
(a)	Federal Funds Rate	5.50%	Plus 0.50%	Plus 1.25%
(b)	SOFR	5.34%	Plus 1.00%	Plus 1.25%
(c)	Prime Rate	8.50%	n/a	Plus 1.25%

The Line is subject to a quarterly unused line fee based on average borrowings on the Line compared to the amount available to be borrowed, as well as a quarterly letter of credit fee based on the amount of outstanding letters of credit, at the applicable margin for SOFR.

Interest on outstanding borrowings is payable based on the following interest rate options: (i) Base Rate plus an applicable margin for Base Rate Loans, as defined by the leverage ratio; or (ii) SOFR plus an applicable margin for SOFR Loans as defined by the leverage ratio. The Base Rate is the greater of (a) the Federal Funds Rate plus 0.50%; (b) SOFR plus 1.00%; or (c) the Prime Rate plus an applicable margin as defined by the leverage ratio. SOFR is as published by the ICE Benchmark Administration Limited for the respective interest period, as defined. SOFR borrowings must be held for at least one month. The Applicable Margin for Base Rate Loans ranges from 0.50% to 1.00%, adjusted quarterly.

For the years ended December 31, 2023 and 2022, the majority of interest expense included within the accompanying consolidated statements of income relates to the allocation of interest by the Parent.

Tax-Exempt Bonds Held by Parent

During 2023, the Parent borrowed \$120,000,000 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2023 (Florida 2023 Bonds). The Florida 2023 Bonds accrue interest at 6.125% per annum commencing January 1, 2024 through maturity on July 1, 2032. The Florida 2023 Bonds require interest only payments on January 1 and July 1 of each year until maturity.

During 2021, the Parent borrowed \$109,996,222 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2021 (Florida 2021 Bonds), which consisted of a principal amount of \$105,175,000 at an original issue premium of \$4,821,222. The Florida 2021 Bonds accrue interest at 3.00% per annum commencing June 8, 2022 through maturity on June 1, 2032. The Florida 2021 Bonds require interest only payments on June 1 and December 1 of each year until maturity. The recorded premium will be amortized to interest expense over the contractual term of the Florida 2021 Bonds. For the years ended December 31, 2023 and 2022, amortization of the premium amounted to \$381,294 and \$186,405, respectively.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

During 2019, the Parent borrowed \$49,999,904 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2019 (Florida 2019 Bonds), which consisted of a principal amount of \$46,515,000 at an original issue premium of \$3,484,904. The Florida 2019 Bonds accrue interest at 5.00% per annum and require interest only payments on May 1 and November 1 of each year until maturity on May 1, 2029. The recorded premium is amortized to interest expense over the contractual term of the Florida 2019 Bonds. For the years ended December 31, 2023 and 2022, amortization of the premium amounted to \$312,562 and \$297,349, respectively.

During 2017, the Parent borrowed \$50,000,000 of IRB, to include \$32,500,000 of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2017 (Florida 2017 Bonds) and \$17,500,000 of Mississippi Business Finance Corporation Solid Waste Disposal Revenue Bond (Waste Pro USA, Inc. Project) Series 2017 (Mississippi Bonds) under their respective indentures dated August 1, 2017 (the 2017 Bonds).

The 2017 Bonds accrue interest at 5.00% per annum through August 1, 2023, at which time they may be converted from a fixed rate to a variable rate. During 2022, the Parent remarketed these bonds and the Florida 2017 Bonds and Mississippi Bonds now accrue interest at 5.25% and 5.00%, respectively, per annum through the date of maturity. The Florida 2017 Bonds mature August 1, 2029 and the Mississippi Bonds mature February 1, 2036. The 2017 Bonds require interest only payments on February 1 and August 1 of each year until maturity.

The IRBs are secured by consolidated revenues of the Parent, and are guaranteed jointly and severally, fully, and unconditionally by certain of the Parent's wholly-owned subsidiaries.

Long-term Debt

Long-term debt consists of the following obligations at December 31:

	2023	2022
Installment notes payable to finance companies; interest ranging from 5.15% to 9.91%; monthly principal and interest payments totaling \$2,037,602; due through April 2028; collateralized by certain equipment.	\$ 62,792,577	\$ 49,627,420
Less current portion	18,970,404	12,968,561
Long-term debt, less current portion	<u>\$ 43,822,173</u>	<u>\$ 36,658,859</u>

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Scheduled annual principal maturities for each of the five years succeeding December 31, 2023, are summarized as follows:

Year	Amount
2024	\$ 18,970,404
2025	16,957,642
2026	15,736,427
2027	10,310,152
2028	817,952
Total	\$ 62,792,577

5. ACCRUED CAPPING, CLOSURE, AND POST-CLOSURE COSTS

During 2023 and 2022, the Company applied inflation rates of approximately 2.62% and 2.40%, respectively, to estimate its future costs of final capping, closure, and post closure monitoring of its landfills, and applied discount rates ranging from 3.42% to 4.15% to discount those future costs to present values.

Changes in liabilities for accrued capping, closure, and post-closure costs are as follows for the years ended December 31:

	2023	2022
Balance, beginning of year	\$ 7,986,892	\$ 8,536,234
Accretion expense	426,363	278,413
Increase in obligations related to landfill expansion	4,888	843,402
Disposal of landfill	(3,092,957)	(1,630,484)
Landfill costs	(73,990)	(40,673)
Balance, end of year	\$ 5,251,196	\$ 7,986,892

Had the Company not inflated or discounted any portion of these estimated liabilities, the total amounts recorded at December 31, 2023 and 2022, would have been approximately \$10,224,000 and \$11,181,000, respectively.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

6. LEASES (INCLUDING RELATED PARTY)

The following table summarizes the composition of net lease cost during the years ended December 31:

	2023	2022
Operating lease cost	\$ 4,799,659	\$ 3,671,801
Short-term lease cost	2,403,936	2,322,422
Total lease cost	\$ 7,203,595	\$ 5,994,223

As of December 31, 2023, leasehold improvements with an unamortized balance in relation to related party lease arrangements are immaterial.

The following table summarizes other information related to the Company's leases during the years ended December 31:

	2023	2022
Cash paid for amounts included in the measurement of lease obligations		
Operating cash flows	\$ 4,077,261	\$ 3,352,041
Right-of-use assets obtained in exchange for new operating lease obligations	\$ 16,551,204	\$ 5,244,383
Weighted-average remaining lease term	8.27	6.80
Weighted-average discount rate	2.32%	1.50%

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following table presents a maturity analysis summary of the Company's operating lease obligations recorded on the consolidated balance sheet as of December 31, 2023:

Year	Related	Unrelated
2024	\$ 3,221,206	\$ 1,899,706
2025	3,310,914	1,850,993
2026	3,452,916	1,566,287
2027	3,048,101	1,421,426
2028	2,963,131	788,826
Thereafter	14,542,588	1,500,109
Total lease payments	30,538,856	9,027,347
Less discount to present value	3,329,251	664,498
Total lease obligations	27,209,605	8,362,849
Less current portion	2,643,914	1,725,420
Long-term lease obligations	\$ 24,565,691	\$ 6,637,429

The related parties include certain members of management and owners of the Company, and their business entities.

7. INCOME TAXES

The income tax expense consists of the following for the years ended December 31:

	2023	2022
Current tax expense (benefit)	\$ 8,229,045	\$ (4,561,156)
Deferred taxes	4,196,000	6,532,000
Total	\$ 12,425,045	\$ 1,970,844

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

A reconciliation of the approximate net expense for income taxes to the income tax expense computed by applying statutory tax rates to income before taxes is as follows for the years ended December 31:

	2023	2022
Income taxes computed -		
26.5% pretax income	\$ 9,099,560	\$ 1,710,448
Effect of nondeductible expenses	(1,154,294)	100,132
Effect of adjustment of prior year estimates and state taxes	4,479,779	160,264
Income tax expense	<u>\$ 12,425,045</u>	<u>\$ 1,970,844</u>

For 2023 and 2022, the tax expense differs from the expense that would result from applying statutory rates to income before income tax expense primarily due to changes in depreciation estimates for tax purposes and certain expenses not being deductible for income tax purposes.

Deferred tax amounts included in the consolidated balance sheets consist of the following at December 31:

	2023	2022
Deferred tax assets	\$ 895,000	\$ 686,000
Deferred tax liabilities	(62,391,000)	(57,986,000)
Total	<u>\$ (61,496,000)</u>	<u>\$ (57,300,000)</u>

At December 31, 2023 and 2022, deferred tax assets are primarily related to net operating losses, certain expenses and costs which are not deductible for tax purposes until paid, including the allowance for credit losses. Deferred tax liabilities primarily relate to the excess of tax depreciation and amortization over depreciation and amortization (including goodwill) for consolidated financial statements purposes.

8. RETIREMENT PLANS

The Parent sponsors a 401(k) plan (the "Plan") covering substantially all full-time employees meeting certain minimum age and length of service requirements. Employee contributions are voluntary and employer matching contributions are based on 50% of employee contributions up to 4% of compensation. In 2023 and 2022, the Company contributed approximately \$1,811,000 and \$1,413,000, respectively, to the Plan.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

9. RELATED PARTY TRANSACTIONS

The Company receives substantially all capital funding from the Parent. In addition, the Parent performs certain administrative functions for the Company and allocates the related costs to the various entities owned by the Parent. Accordingly, the financial condition of the Company at December 31, 2023 and 2022, and results of its operations for the years then ended may be significantly different if the Company had operated as an unaffiliated company.

At December 31, 2023 and 2022, the amounts due from the Parent included in the consolidated balance sheets primarily represent advances utilized to fund operations of the Parent. For 2023 and 2022, the allocation of administrative expenses from the Parent approximated \$19,181,000 and \$16,912,000, respectively, which is included in general and administrative expenses in the consolidated statements of income.

See Notes 4, 6 and 10 for additional related party disclosures.

10. COMMITMENTS AND CONTINGENCIES (INCLUDING RELATED PARTY)

Insurance

The Company participates in the Parent's workers compensation and auto insurance coverage, which is provided under partially self-insured policies from independent third parties. The Company receives an allocation of expense from the Parent based on the claims and premium incurred, which is included in operating expenses. Management believes the total amount allocated during 2023 and 2022, of approximately \$29,223,000 and \$21,846,000, respectively, is adequate to provide for the final disposition of such claims.

Health Insurance

The Company participates in the Parent's health insurance policy, which is provided under a partially self-funded employee welfare benefit plan managed by an independent third party. The Company receives an allocation of expense from the Parent based on the claims and premiums incurred, which is included in operating expenses. Management believes the amount allocated during 2023 and 2022 of approximately \$9,218,000 and \$7,169,000, respectively, is adequate to provide for the final disposition of such claims.

Legal

The Company is involved in various lawsuits in the normal course of business. As of December 31, 2023, management cannot predict the outcome of the lawsuits or estimate the amount of any loss that may result. Accordingly, no provision for any contingent liabilities that may result has been made in the consolidated financial statements. Management assesses its potential liability relating to litigation based on information available. Management believes that losses resulting from these matters, if any, would not have a material effect on the consolidated financial position of the Company.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Purchase Commitments

As of December 31, 2023, the Company has made commitments to purchase vehicles and equipment totaling approximately \$27,101,000.

11. SUPPLEMENTAL CASH FLOWS INFORMATION

Other Cash Flows Information

Cash paid for interest and income taxes amounted to the following for the years ended December 31:

	2023	2022
Cash paid for interest allocated by Parent	<u>\$ 23,953,157</u>	<u>\$ 20,185,018</u>
Related party receivable (payable) for income taxes	<u>\$ 8,229,045</u>	<u>\$ (4,561,156)</u>

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INDEPENDENT AUDITORS' REPORT
ON SUPPLEMENTARY INFORMATION

March 8, 2024

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
Longwood, Florida

We have audited the consolidated financial statements of *Waste Pro of Florida, Inc. and Subsidiaries* as of and for the year ended December 31, 2023, and have issued our report thereon dated March 8, 2024, which expressed an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The Consolidated Schedules of Operating Expenses and General and Administrative Expenses for the years ended December 31, 2023 and 2022, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such information has not been subjected to the auditing procedures applied in our audit of the consolidated financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Rehmann Loborn LLC



**SUPPLEMENTARY INFORMATION
FOR THE YEARS ENDED
DECEMBER 31, 2023 AND 2022**

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated Operating Expenses

	Year Ended December 31	
	2023	2022
Payroll and payroll taxes	\$ 195,681,257	\$ 168,835,599
Disposal costs	109,723,251	102,405,730
Vehicle operating costs	56,736,396	63,096,282
Repairs and maintenance	50,008,295	47,836,028
Insurance	44,877,401	34,988,815
Subcontract trucking	13,105,377	15,532,866
Contract labor	11,873,311	12,901,975
Property and equipment rent	6,279,022	5,622,403
Utilities	2,680,980	2,434,266
Retirement plan contributions	1,681,612	1,282,214
Property damage	1,001,455	1,275,920
Municipal fees	1,894,571	1,199,830
Start-up costs	1,750,306	1,197,065
Recycling material	1,383,771	1,192,815
Bond fees	964,042	898,010
Uniforms	833,709	844,230
Telephone	702,258	713,348
Travel	548,077	496,725
Licenses and permits	80,045	85,457
Sanitation supplies	76,773	76,647
Total	\$ 501,881,909	\$ 462,916,225

See independent auditors' report on supplementary information.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated General and Administrative Expenses

	Year Ended December 31	
	2023	2022
Corporate allocation	\$ 19,180,763	\$ 16,912,430
Payroll and payroll taxes	13,464,111	12,738,775
Professional fees	2,908,643	2,767,275
Training	2,799,059	2,611,443
Taxes, other than income	2,290,272	1,959,033
Advertising	1,349,188	1,268,397
Bank charges	1,166,649	1,165,610
Provision for credit losses	1,674,598	1,050,062
Postage	1,056,703	1,030,219
Travel	697,613	905,310
Telephone	825,549	751,078
Insurance	767,943	717,989
Office supplies	663,313	513,941
Rent	924,573	371,820
Computer expense	283,697	285,351
Office temporary labor	345,950	204,436
Dues and subscriptions	137,221	169,256
Retirement plan contributions	129,294	130,913
Collections	50,220	42,500
Repairs and maintenance	15,640	19,869
Total	\$ 50,730,999	\$ 45,615,707

See independent auditors' report on supplementary information.

Waste Pro of
Florida, Inc.
and
Subsidiaries



Years Ended
December 31,
2022 and 2021

Consolidated
Financial
Statements
and
Supplementary
Information

Rehmann

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

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INDEPENDENT AUDITORS' REPORT

April 5, 2023

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
(a wholly-owned subsidiary of Waste Pro USA, Inc.)
Longwood, Florida

Opinion on the 2022 Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of ***Waste Pro of Florida, Inc. and Subsidiaries*** (a wholly-owned subsidiary of Waste Pro USA, Inc.) (the "Company"), which comprise the consolidated balance sheet as of December 31, 2022, and the related consolidated statements of income, stockholder's equity, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of ***Waste Pro of Florida, Inc. and Subsidiaries*** as of December 31, 2022, and the results of their operations and their cash flows for the years then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion on the 2022 Consolidated Financial Statements

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the 2022 Consolidated Financial Statements* section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Principle

As described in Note 1 to the consolidated financial statements, effective January 1, 2022, the Company adopted Accounting Standards Codification Topic 842, *Leases*. Our opinion is not modified with respect to this matter.

Other Matter

The accompanying consolidated financial statements have been prepared from the separate records maintained by the Company and may not necessarily be indicative of the conditions that would have existed or the results of operations if the Company had been operated as an unaffiliated company. Portions of certain income and expenses represent allocations made from related entities. See Note 9.

Responsibilities of Management for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the 2022 Consolidated Financial Statements

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

In performing an audit in accordance with generally accepted auditing standards, we:

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

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

Predecessor Auditor

The consolidated financial statements of ***Waste Pro of Florida, Inc. and Subsidiaries*** as of and for the year ended December 31, 2021, were audited by Vestal & Wiler, CPAs, P.A. ("V&W"), who combined with Rehmann Robson LLC effective November 1, 2022. V&W's report thereon dated March 25, 2022, expressed an unmodified opinion on the 2021 consolidated financial statements.

Rehmann Robson LLC

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

ASSETS	December 31	
	2022	2021
Current assets		
Cash	\$ 1,928,009	\$ 1,388,203
Accounts receivable, net	68,211,997	61,835,947
Prepaid expenses and other current assets	5,404,977	6,046,755
Total current assets	75,544,983	69,270,905
Property and equipment		
Vehicles	502,231,495	447,729,225
Containers	195,358,625	169,812,447
Land and buildings	57,654,514	45,970,254
Leasehold improvements	29,308,083	27,331,008
Equipment	26,459,222	25,661,857
Construction in process	14,065,045	10,940,276
Furniture and fixtures	3,812,344	3,668,748
	828,889,328	731,113,815
Less accumulated depreciation and amortization	474,658,746	425,306,183
Property and equipment, net	354,230,582	305,807,632
Right-of-use assets	22,778,751	-
Goodwill	11,802,785	10,784,088
Deferred contract costs, net	2,739,892	2,418,513
Due from parent	12,730,723	17,231,346
Other assets, net	835,617	48,167
Total assets	\$ 480,663,333	\$ 405,560,651

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Balance Sheets

LIABILITIES AND STOCKHOLDER'S EQUITY	December 31	
	2022	2021
Current liabilities		
Current portion of long-term debt	\$ 12,968,561	\$ 5,236,797
Current portion of operating lease obligations	3,375,868	-
Accounts payable	13,735,366	12,761,818
Accrued liabilities	19,694,929	15,546,517
Deferred revenue	24,254,826	20,258,185
Total current liabilities	74,029,550	53,803,317
Long-term debt, net of current portion	36,658,859	11,971,386
Accrued capping, closure and post-closure costs	7,986,892	8,536,234
Operating lease obligations, net of current portion	19,722,643	-
Deferred income tax liabilities	57,300,000	50,768,000
Total liabilities	195,697,944	125,078,937
Commitments and contingencies (Note 10)		
Stockholder's equity		
Common stock - \$0.01 par value; 10,000,000 shares authorized; 1,000 shares issued and outstanding	10	10
Additional paid-in capital	5,191,843	5,191,843
Retained earnings	279,773,536	275,289,861
Total stockholder's equity	284,965,389	280,481,714
Total liabilities and stockholder's equity	\$ 480,663,333	\$ 405,560,651

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Income

	Year Ended December 31	
	2022	2021
Revenues, net	\$ 601,354,457	\$ 535,339,426
Costs and expenses		
Operating	462,916,225	400,679,282
General and administrative	45,615,707	39,724,475
Depreciation and amortization	59,429,986	53,624,403
Gain on disposals of assets, net	1,367,988	2,514,775
Total costs and expenses	569,329,906	496,542,935
Income from operations	32,024,551	38,796,491
Other (expense) income		
Interest expense	(20,463,431)	(18,236,505)
Other (expense) income, net	(5,106,601)	260
Total other expense, net	(25,570,032)	(18,236,245)
Income before income tax expense	6,454,519	20,560,246
Income tax expense	(1,970,844)	(4,065,862)
Net income	\$ 4,483,675	\$ 16,494,384

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Stockholder's Equity

	Common Stock	Additional Paid-In Capital	Retained Earnings	Total Stockholder's Equity
Balances, January 1, 2021	\$ 10	\$ 5,191,843	\$ 258,795,477	\$ 263,987,330
Net income	-	-	16,494,384	16,494,384
Balances, December 31, 2021	10	5,191,843	275,289,861	280,481,714
Net income	-	-	4,483,675	4,483,675
Balances, December 31, 2022	<u>\$ 10</u>	<u>\$ 5,191,843</u>	<u>\$ 279,773,536</u>	<u>\$ 284,965,389</u>

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Consolidated Statements of Cash Flows

	Year Ended December 31	
	2022	2021
Cash flows from operating activities		
Net income	\$ 4,483,675	\$ 16,494,384
Adjustments to reconcile net income to net cash provided by operating activities		
Provision for bad debt expense	1,050,062	613,934
Depreciation and amortization	59,429,986	53,624,403
Gain on disposals of assets, net	1,367,988	2,514,775
Amortization of right-of-use assets	3,671,801	-
Amortization of deferred contract costs	909,651	777,922
Accretion of accrued capping, closure and post-closure costs	278,413	411,305
Deferred income taxes	6,532,000	6,677,000
Changes in operating assets and liabilities which (used) provided cash:		
Accounts receivable	(7,426,112)	(8,098,467)
Prepaid expenses and other current assets	662,778	(1,276,949)
Deferred contract costs	(1,261,030)	(888,530)
Accounts payable	973,548	2,844,007
Accrued liabilities	4,048,412	(1,767,531)
Deferred revenue	3,996,641	2,907,230
Operating lease obligations	(3,352,041)	-
Accrued capping, closure, and post-closure costs	(827,755)	(172,395)
Net cash provided by operating activities	74,538,017	74,661,088
Cash flows from investing activities		
Purchases of property and equipment	(112,270,624)	(79,443,076)
Proceeds from sale of property and equipment	3,671,835	1,113,501
Acquisitions of business assets	(2,319,282)	(4,840,800)
Net cash used in investing activities	(110,918,071)	(83,170,375)
Cash flows used in financing activities		
Borrowings of long-term debt	32,419,237	-
Payments made to parent	4,500,623	9,885,630
Net cash provided by financing activities	36,919,860	9,885,630
Net increase in cash	539,806	1,376,343
Cash, beginning of year	1,388,203	11,860
Cash, end of year	\$ 1,928,009	\$ 1,388,203
Supplemental disclosure of cash flow information		
Related party payable for income taxes	\$ (4,561,156)	\$ (2,611,138)
Cash paid for interest allocated by Parent	\$ 20,185,018	\$ 17,825,200

The accompanying notes are an integral part of these consolidated financial statements.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

1. NATURE OF BUSINESS, BASIS OF PRESENTATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

Waste Pro of Florida, Inc. and Subsidiaries (the "Company"), a wholly-owned subsidiary of **Waste Pro USA, Inc.** (the "Parent") are headquartered in Longwood, Florida and provide non-hazardous waste collection, transfer, recycling and disposal services in Florida.

Consolidation

The accompanying financial statements present the consolidated accounts of **Waste Pro of Florida, Inc.**, and its wholly-owned subsidiaries *Waste Pro Blountstown, LLC*; *Waste Pro Crestview, LLC*; *Waste Pro Defuniak Springs, LLC*; *Waste Pro Freeport, LLC*; *Waste Pro Lynn Haven, LLC*; *Waste Pro Panama City Beach, LLC*; *Waste Pro Southport, LLC*; *Waste Pro Ocala MRF, LLC*; *Waste Pro West Bay, LLC*; *A&D Recycling, LLC* and *Clean Pro Enviro Solutions, LLC*. All significant intercompany transactions and balances have been eliminated in consolidation.

Limited Liability Companies ("LLCs")

The LLCs are organized under the laws of the State of Florida and, barring certain events, will continue in existence indefinitely. Interested parties should refer to the Operating Agreements for a more complete description of the LLCs.

Risks and Economic Uncertainties

The impact of global events on labor markets, fuel supplies and other operational resources has caused the Company to incur increased operational costs. The extent of the ultimate impact of the global events on the Company's consolidated operational and financial performance will depend on various developments, including the duration and its impact on customers, suppliers, and employees, all of which cannot be reasonably predicted at this time. While management reasonably expects the global events to impact the Company's consolidated financial position, operating results, and the timing and amounts of cash flows, the related consequences and duration continue to be uncertain.

Use of Estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America ("GAAP") requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of income and expenses during the reporting year. Actual results could differ from those estimates. Significant estimates include but are not limited to allowances for bad debts, landfill closure obligations and remaining capacity, self-insured claims, carrying values of goodwill, purchase price allocations from acquisitions, and income tax assets and liabilities.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Revenue from Contracts with Customers

Revenues are primarily generated from fees charged for waste collection, transfer, disposal, and recycling, and resource recovery services and the sale of recyclable commodities. The fees charged for services are defined in service agreements and vary based on contract-specific terms, such as frequency of service, weight, volume, and the general market factors influencing a region's rates. The fees charged for services generally include environmental fees, fuel surcharge and regulatory recovery fees, which are intended to pass through to customers. Revenue associated with the Company's services is recognized as services are performed. For example, revenue typically is recognized as waste is collected, tons are received at landfills or transfer stations, or recycling commodities are delivered. Franchise fees paid to customers are excluded from revenues.

The following table disaggregates revenue by service line for the years ended December 31:

	2022	2021
Residential and commercial collection	\$ 477,020,927	\$ 436,907,774
Roll-off collection	55,864,035	43,608,731
Compactor income	48,956,078	43,149,286
Disposal	12,629,013	12,193,033
Fuel and environmental charges	22,725,877	11,441,257
Recycling	7,151,967	7,854,705
Other	4,846,845	4,998,346
Franchise fees	(27,840,285)	(24,813,706)
Revenue, net	\$ 601,354,457	\$ 535,339,426

Contract Assets and Liabilities

Payments received from customers in advance of revenue recognition are considered contract liabilities and are recorded as deferred revenue on the consolidated balance sheet until performance obligations are satisfied.

Contract assets and liabilities were as follows for the years ended December 31:

	2022	2021	2020
Accounts receivable, net	\$ 68,211,997	\$ 61,835,947	\$ 54,351,414
Deferred contract costs, net	\$ 2,739,892	\$ 2,418,513	\$ 2,228,905
Deferred revenue	\$ 24,254,826	\$ 20,258,185	\$ 17,350,955

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Deferred Contract Costs

The Company's incremental direct costs of obtaining a contract (e.g., sales commissions) on contracts longer than one year are deferred and amortized to general and administrative expenses over the estimated useful life of the customer relationship, averaging 4.77 years. Contract implementation costs are deferred and amortized as a reduction in revenue over the contract life. Similar costs related to contracts with a term of less than one year are expensed as incurred. These amounts are included in deferred contract cost on the consolidated balance sheets.

For the years ended December 31, 2022 and 2021, amortization expense related to deferred sales commissions amounted to approximately \$856,000 and \$778,000, respectively, and amortization expense related to contract implementation costs amounted to approximately \$53,000 for each of the years.

Cash

Cash consists primarily of demand deposits in banks, which at times may exceed federally insured limits. Management does not believe the Company is exposed to any significant interest rate or other financial risk as a result of these deposits.

Accounts Receivable

Accounts receivable are customer obligations due under normal trade terms generally requiring payment within 30 to 90 days from the invoice date. No collateral or other security is required to support accounts receivable, which are stated at the amount management expects to collect from outstanding balances. None of the Company's contracts have a significant financing component. Accounts receivable are written off when they are determined to be uncollectible. The allowance for doubtful accounts is estimated based on the Company's historical losses, the existing economic conditions in the industry, and the financial stability of its customers.

At December 31, 2022 and 2021, the allowance for doubtful accounts amounted to approximately \$1,680,000 and \$1,461,000, respectively. During 2022 and 2021, the Company incurred approximately \$1,050,000 and \$614,000, respectively, of bad debt expense. During 2022, approximately \$5,100,000 of accounts receivable were written off due to an infrequent and unusual event with a municipal customer. Accordingly, the amount is included in other expenses in the 2022 consolidated statement of income.

Property and Equipment and Depreciation

Property and equipment are stated at cost. Depreciation is provided for using the straight-line method over the estimated useful lives of the related assets, which range from three to 39 years. Leasehold improvements are amortized over the lesser of the life of the improvements or the term of the lease. Expenditures for repairs and maintenance are charged to operations as incurred. During 2022, the Company financed approximately \$38,185,000 of property and equipment purchases.

The cost of landfill airspace, including the original acquisition cost and incurred projected landfill construction costs and asset retirement costs, which represent estimates of future costs associated with landfill final capping, closure, and post-closure activities, are included in land and buildings in the consolidated balance sheets, and is amortized over the capacity of the landfill based on a per unit basis as landfill airspace is consumed.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Goodwill

Goodwill arising from business combinations represents the excess of purchase consideration exchanged by the Company over the estimated fair value of the net assets of acquired businesses. The Company evaluates goodwill for impairment on an annual basis. In completing this evaluation, management considers the profitability of the Company and compares its best estimate of future cash flows with the net carrying value of goodwill.

Changes in the gross carrying amounts of goodwill for the years ended December 31, are as follows:

	2022	2021
Goodwill, beginning of year	\$ 10,784,088	\$ 7,958,088
Acquisitions of business assets	1,018,697	2,835,751
Measurement period adjustments	-	(9,751)
Goodwill, end of year	\$ 11,802,785	\$ 10,784,088

Other Intangible Assets

Other intangible assets, including customer lists, non-compete agreements and a landfill agreement, have definite useful lives and are amortized over periods ranging from one to twenty years. Management annually reviews these assets for impairment whenever events or changes in circumstances indicate the related carrying amount may not be recoverable.

New Accounting Principle

In February 2016, the Financial Accounting Standards Board ("FASB") established Accounting Standards Codification ("ASC") Topic 842, *Leases* ("ASC 842"), by issuing Accounting Standards Update ("ASU") No. 2016-02 ("ASU 2016-02"). The standard, as amended, establishes a right-of-use ("ROU") model that requires a lessee to recognize a ROU asset and lease liability on the consolidated balance sheet for all leases with a term longer than 12 months. Leases will be classified as finance or operating, with classification affecting the pattern and classification of expense recognition in the consolidated statement of operations.

The Company adopted ASU 2016-02, as amended, effective January 1, 2022. Financial information has not been updated and the disclosures required under the new standard have not been provided for dates and periods before January 1, 2022. The Company elected the new standard's package of practical expedients, which permits the Company to maintain prior conclusions about lease identification, lease classification, and initial direct costs. The Company elected to use the go-forward practical expedient to not separate lease and non-lease components for all of the leases. The Company also elected to use the short-term lease recognition exemption for all leases that qualify.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Upon adoption, the Company recognized operating lease liabilities and operating lease ROU assets of approximately \$26,451,000, for the present value of the remaining minimum rental payments on existing operating leases (including consideration related to non-lease components due to the related practical expedient). Corresponding amounts were not reclassified in prior periods as those prior periods are presented under ASC 840, *Leases*. Refer to Note 2 to the consolidated financial statements for information regarding leases.

Leases

The Company's lease arrangements primarily relate to real estate, corporate offices, and maintenance facilities and, to a lesser extent, certain equipment and other assets. The Company's leases generally have initial terms ranging from two to ten years and may include renewal or early-termination options, rent escalation clauses, and/or lease incentives in the form of rent abatements. The Company is typically required to make fixed minimum rent payments, variable rent payments, or a combination thereof, relating to its right to use an underlying leased asset. The Company is also often required to pay for certain other costs that do not relate specifically to its right to use an underlying leased asset, but that are associated with the asset, including common area maintenance fees and/or certain other costs (referred to collectively herein as "non-lease components"), which may be fixed or variable in amount, depending on the terms of the respective lease agreement.

The Company determines whether an arrangement contains a lease at the arrangement's inception. If a lease is determined to exist, its related term is assessed at lease commencement once the underlying asset is made available by the lessor for the Company's use. The Company's assessment of the lease term reflects the non-cancellable period of the lease, inclusive of any rent-free periods and/or periods covered by early-termination options for which the Company is not considered reasonably certain of exercising, as well as periods covered by renewal options for which it is considered reasonably certain of exercising. The Company also determines lease classification as either operating or finance (formerly referred to as "capital") at lease commencement, which governs the pattern of expense recognition and the presentation thereof reflected in the consolidated statements of operations over the lease term.

For leases with a lease term exceeding 12 months, a lease liability is recorded on the Company's consolidated balance sheet at lease commencement reflecting the present value of its fixed payment obligations over such terms. A corresponding ROU asset equal to the initial lease liability is also recorded, increased by any prepaid rent and/or initial direct costs incurred in connection with execution of the lease, and reduced by any lease incentives received. The Company includes fixed payment obligations related to non-lease components in the measurement of ROU assets and lease liabilities, as it elects to account for lease and non-lease components together as a single lease component. Variable lease payments are not included in the measurement of ROU assets and lease liabilities. ROU assets associated with finance leases are presented separate from those associated with operating leases, and are included within property and equipment, net on the Company's consolidated balance sheet. For purposes of measuring the present value of its fixed payment obligations for a given lease, the Company uses the risk-free discount rate, determined based on information available at lease commencement, as rates implicit in its leasing arrangements are not readily determinable.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

For operating leases, fixed lease payments are recognized as operating lease cost on a straight-line basis over the lease term. For finance leases, the initial ROU asset is depreciated on a straight-line basis over the lease term, along with recognition of interest expense associated with accretion of the lease liability, which is ultimately reduced by the related fixed payments as they are made. For leases with a lease term of 12 months or less (referred to as a "short-term lease"), any fixed lease payments are recognized on a straight-line basis over such term and are not recognized on the consolidated balance sheet. Variable lease cost, if any, is recognized as incurred for all leases.

Management annually reviews these ROU assets for impairment whenever events or circumstances indicate that their carrying values may not be fully recoverable.

Accrued Capping, Closure and Post-Closure Costs

Accrued capping, closure and post-closure costs represent an estimate of the present value of the future obligation to be incurred associated with final capping, closure, and post-closure monitoring of the 18 landfills currently owned and operated by the Company. The fair value of the future obligations is developed based on estimates from third-party engineers of the airspace available and consumed to date for each landfill and the expected timing of each final capping event.

The engineers' cost estimates are inflated to the expected time of payment and then those future costs are discounted back to present value using the Company's long-term credit-adjusted risk-free rate. Because these obligations are measured at estimated fair value using present value techniques, changes in the estimated cost or timing of future final capping, closure and post-closure activities could result in a material change in these liabilities, related assets, and results of consolidated operations.

Original Issue Premium and Debt Issuance Costs

The Company amortizes original issuance premium and debt issuance costs using the straight-line method, which approximates the effective interest rate method over the term of the related debt.

Income Taxes

The Company files a consolidated federal income tax return. Deferred income tax assets and liabilities are computed annually for differences between the consolidated financial statements and federal income tax basis of assets and liabilities that will result in taxable or deductible amounts in the future, based on enacted tax laws and related applicable to the periods in which the difference are expected to affect taxable income. Deferred income taxes arise from temporary basis differences principally related to goodwill and property and equipment. Valuation allowances are established, when necessary, to reduce deferred tax assets to the amount expected to be realized. Income tax expense is the tax payable or refundable for the year plus or minus the change during the year in deferred tax assets and liabilities.

Common Stock

The affairs of the Company are governed by the Articles of Incorporation, dated January 2, 2001 (the "Articles"). The Company is authorized to issue 10,000,000 shares of Common Stock with a stated par value of \$0.01 per share. The Board of Directors of the Company, from time to time, may elect to declare and pay dividends to shareholders. The payment of dividends to stockholders has been restricted in accordance with the Senior Notes. See Note 5.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Advertising Expenses

The costs of advertising and product promotion, which are expensed as incurred, were \$1,268,000 and \$1,121,000 in 2022 and 2021, respectively.

Subsequent Events

In preparing these consolidated financial statements, management has evaluated, for potential recognition or disclosure, significant events or transactions that occurred during the period subsequent to December 31, 2022, the most recent consolidated balance sheet presented herein, through April 5, 2023, the date these consolidated financial statements were available to be issued. The Company financed the purchase of approximately \$2,960,000 in property and equipment in January 2023. No other significant such events or transactions were identified.

2. LEASES (INCLUDING RELATED PARTY)

The following table summarizes the composition of net lease cost during the year ended December 31, 2022:

Operating lease cost	\$ 3,671,801
Short-term lease cost	<u>2,322,422</u>
Total lease cost	<u>\$ 5,994,223</u>

The following table summarizes other information related to the Company's leases during the year ended December 31, 2022:

Cash paid for amounts included in the measurement of lease obligations	
Operating cash flows	\$ 3,352,042
Right-of-use assets obtained in exchange for new operating lease obligations	\$ 5,244,383
Weighted-average remaining lease term	6.80
Weighted-average discount rate	1.50%

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following table presents a maturity analysis summary of the Company's operating lease obligations recorded on the consolidated balance sheet as of December 31, 2022:

Year	Related	Unrelated
2023	\$ 2,360,493	\$ 1,336,860
2024	2,421,996	890,039
2025	2,447,536	914,115
2026	2,520,962	941,538
2027	2,596,591	885,354
Thereafter	<u>6,423,398</u>	<u>625,435</u>
Total lease payments	18,770,976	5,593,341
Less discount to present value	1,053,747	212,060
Total lease obligations	17,717,229	5,381,281
Less current portion	<u>2,104,360</u>	<u>1,291,508</u>
Long-term lease obligations	<u>\$ 15,612,869</u>	<u>\$ 4,089,773</u>

In accordance with lease accounting guidance in effect prior to its adoption of ASU 2016-02, the Company recognized operating rent expense of approximately \$4,465,000 in 2021, of which approximately \$1,679,000 was to related parties. Such amounts do not include expense recognized related to non-lease components. For the year ended December 31, 2022, approximately \$2,557,000 of rent expense was paid to related parties.

The related parties include certain members of management and owners of the Company, and their business entities.

3. BUSINESS ACQUISITION

During 2022, the Company acquired certain assets and liabilities of a company in a transaction accounted for as a business combination. The total purchase price of this transaction included approximately \$1,875,000 in cash and additional contingent future payments.

During 2021, the Company acquired certain assets and liabilities of three companies in separate transactions accounted for as business combinations. The total purchase price of these transactions included approximately \$4,841,000 in cash and additional contingent future payments.

The acquisitions were made to strengthen the Company's position in the various markets serviced. The acquisitions were accounted for using the acquisition method of accounting. Accordingly, the purchase prices were allocated to the assets acquired and the liabilities assumed based upon their fair values at the date of acquisition.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

The following assets and liabilities were recognized in the acquisitions (at fair value):

	2022	2021
Property and equipment	\$ 601,135	\$ 2,485,049
Other assets	799,450	-
Goodwill	1,018,697	2,835,751
Net assets acquired	\$ 2,419,282	\$ 5,320,800

4. ACCRUED LIABILITIES

Accrued liabilities are as follows at December 31:

	2022	2021
Accrued expenses		
Salaries	\$ 995,851	\$ 513,931
Disposal	3,771,364	3,686,870
Franchise taxes	2,243,883	2,020,696
Other	12,683,831	9,325,020
Total	\$ 19,694,929	\$ 15,546,517

5. BORROWED DEBT

Line of Credit Held by Parent

The Parent has a Senior Secured Asset-Based Credit Facility under a Credit Agreement, as amended, with a syndicate of lenders that includes a revolving line of credit (the "Line") of \$215,000,000. The Line matures on June 29, 2026. The Parent records all amounts due on the Line within its consolidated financial statements, which totaled \$69,116,508 as of December 31, 2022. Interest is allocated to the Company by the Parent based on the Parent's net investment in the Company. The Line contains various covenants, to include financial covenants and certain limits on permitted Industrial Revenue Bonds ("IRB") indebtedness, mergers and acquisitions, and the total amount of stock repurchases allowed, all of which management believes the Company was in compliance with at December 31, 2022.

The Line is collateralized by substantially all assets of the Parent, guaranteed by the Company, and is reduced by all outstanding letters of credit. At December 31, 2022, approximately \$35,170,691 was available to be borrowed on the Line.

Interest on outstanding borrowings is payable based on the following interest rate options: (i) Base Rate plus an applicable margin for Base Rate Loans, as defined by the leverage ratio; or (ii) LIBOR plus an applicable margin for LIBOR Rate Loans as defined by the leverage ratio. The Base Rate is the greater of (a) the Federal Funds Rate plus 0.50%; (b) LIBOR plus 1.00%; or (c) the Prime Rate plus an applicable margin as defined by the leverage ratio. LIBOR is as published by ICE Benchmark Administration Limited for the respective interest period, as defined. LIBOR borrowings must be held for at least one month.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

At December 31, 2022, the summary of Base Rates and margins are as follows:

	Base Rate	Rate	Margin	Applicable Margin
(a)	Federal Funds Rate	4.25% - 4.50%	Plus 0.50%	Plus 1.25%
(b)	LIBOR	4.39%	Plus 1.00%	Plus 1.25%
(c)	Prime Rate	7.50%	n/a	Plus 1.25%

The Applicable Margin for LIBOR Rate Loans ranges from 1.50% to 2.25%, adjusted quarterly (2.25% at December 31, 2022). The Line is subject to a quarterly unused line fee based on average borrowings on the Line compared to the amount available to be borrowed, as well as a quarterly letter of credit fee based on the amount of outstanding letters of credit, at the applicable margin for LIBOR.

For the years ended December 31, 2022 and 2021, the majority of interest expense included within the accompanying consolidated statements of income relates to the allocation of interest by the Parent.

Senior Notes Held by Parent

Through a private placement offering (Bond offering), the Parent and its subsidiaries (including the Company) has issued an aggregate principal amount of \$500,000,000 of 5.50% Senior Notes, which are due in 2026. Interest on the Senior Notes is due on February 15 and August 15 of each year. The Senior Notes are senior unsecured obligations and rank equal in right of payment to all of the Parent's existing and future senior indebtedness and senior in right of payment to any subordinated indebtedness. The Senior Notes are unconditionally guaranteed on a senior unsecured basis by all of the Parent's current and future significant domestic restricted subsidiaries.

The Senior Notes are effectively subordinated to all the guarantors' existing and future secured indebtedness, including the line, to the extent of the value of the assets securing such indebtedness, and will be structurally subordinated to all of the liabilities and preferred stock of any of the Parent's subsidiaries that do not guarantee the Senior Notes.

The Parent may redeem, at its option, all or part of the Senior Notes after February 15, 2021, at the applicable redemption prices or make-whole redemption price, plus accrued, and unpaid interest to, but not including, the date of redemption.

Tax-Exempt Bonds Held by Parent

During 2021, the Parent borrowed \$109,996,222 of tax-exempt Industrial Revenue Bonds (IRB) of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2021 (Florida 2021 Bond), which consisted of a principal amount of \$105,175,000 at an original issue premium of \$4,821,222. The Florida 2021 Bonds accrue interest at 3.00% per annum commencing June 8, 2021 through maturity on June 1, 2032. The Florida 2021 Bonds require interest payments on June 1 and December 1 of each year until maturity. The recorded premium will be amortized to interest expense over the contractual term of the Florida 2021 Bond. During the years ended December 31, 2022 and 2021, amortization of the premium amounted to \$381,294 and \$186,405, respectively.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

During 2019, the Parent borrowed \$49,999,904 of tax-exempt IRB of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2019 (Florida 2019 Bond), which consisted of a principal amount of \$46,515,000 at an original issue premium of \$3,484,904. The Florida 2019 Bonds accrue interest at 5.00% per annum and require interest payments on May 1 and November 1 of each year until maturity on May 1, 2029. The recorded premium will be amortized to interest expense over the contractual term of the Florida 2019 Bond. During the years ended December 31, 2022 and 2021, amortization of the premium amounted to \$312,562 and \$297,349, respectively.

During 2017, the Parent borrowed \$50,000,000 of IRB, to include \$32,500,000 of Florida Development Finance Corporation Solid Waste Disposal Revenue Bonds (Waste Pro USA, Inc. Project) Series 2017 (Florida 2017 Bonds) and \$17,500,000 of Mississippi Business Finance Corporation Solid Waste Disposal Revenue Bond (Waste Pro USA, Inc. Project) Series 2017 (Mississippi Bonds) under their respective indentures dated August 1, 2017 (the 2017 Bonds).

The 2017 Bonds accrue interest at 5.00% per annum through August 1, 2022, at which time they may be converted from a fixed rate to a variable rate. During 2022, the Parent remarketed these bonds and the Florida 2017 bonds and Mississippi Bonds now accrue interest at 5.25% and 5.00%, respectively, per annum through the date of maturity. The Florida 2017 Bonds mature August 1, 2029 and the Mississippi Bonds mature February 1, 2036. The 2017 Bonds require interest payments on February 1 and August 1 of each year until maturity.

The IRBs are secured by consolidated revenues of the Parent, and are guaranteed jointly and severally, fully, and unconditionally by certain of the Parent's wholly-owned subsidiaries.

Long-term Debt

Long-term debt consists of the following obligations at December 31:

	2022	2021
Installment notes payable to finance companies; interest ranging from 5.15% to 8.24%; monthly principal and interest payments totaling \$1,301,445; due through December 2027; collateralized by certain equipment	\$ 49,627,420	\$ 17,208,183
Less current portion	12,968,561	5,236,797
Long-term debt, less current portion	\$ 36,658,859	\$ 11,971,386

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

Scheduled annual principal maturities for each of the five years succeeding December 31, 2022, and thereafter, are summarized as follows:

Year	Amount
2023	\$ 12,968,561
2024	12,947,558
2025	10,420,056
2026	8,608,907
2027	4,682,338
Total	\$ 49,627,420

6. ACCRUED CAPPING, CLOSURE AND POST-CLOSURE COSTS

During 2022 and 2021, the Company applied inflation rates of approximately 2.40% and 2.42%, respectively, to estimate its future costs of final capping, closure and post closure monitoring of its landfills, and applied discount rates ranging from 2.57% to 3.86% to discount those future costs to present values.

Changes in liabilities for accrued capping, closure and post-closure costs are as follows for the years ended December 31:

	2022	2021
Balance, beginning of year	\$ 8,536,234	\$ 8,382,271
Accretion expense	278,413	411,305
Increase in obligation related to landfill expansion	843,402	-
Disposal of landfill	(1,630,484)	-
Transfer to affiliate	-	(84,947)
Landfill costs	(40,673)	(172,395)
Balance, end of year	\$ 7,986,892	\$ 8,536,234

Had the Company not inflated or discounted any portion of these estimated liabilities, the total amounts recorded at December 31, 2022 and 2021 would have been approximately \$11,181,000 and \$8,552,000, respectively, which is an increase of approximately \$2,629,000 and \$16,000, respectively.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

7. INCOME TAXES

The provision for income taxes consists of the following for the years ended December 31:

	2022	2021
Current tax benefit	\$ (4,561,156)	\$ (2,611,138)
Deferred taxes	6,532,000	6,677,000
Total	\$ 1,970,844	\$ 4,065,862

For the years ended December 31, 2022 and 2021, the tax provision differs from the expense that would result from applying statutory rates to income before income taxes primarily due to changes in depreciation estimates for tax purposes and certain expenses not being deductible for income tax purposes.

Deferred tax amounts included in the consolidated balance sheets consist of the following at December 31:

	2022	2021
Deferred tax assets	\$ 686,000	\$ 410,000
Deferred tax liabilities	(57,986,000)	(51,178,000)
Total	\$ (57,300,000)	\$ (50,768,000)

At December 31, 2022 and 2021, deferred tax assets are primarily related to net operating losses, certain expenses and costs which are not deductible for tax purposes until paid, including the allowance for doubtful accounts. Deferred tax liabilities primarily relate to the excess of tax depreciation and amortization over depreciation and amortization (including goodwill) for consolidated financial statements purposes.

8. RETIREMENT PLAN

The Parent sponsors a 401(k) plan (the Plan) covering substantially all full-time employees meeting certain minimum age and length of service requirements. Employee contributions are voluntary and employer matching contributions are based on 50% of employee contributions up to 4% of compensation. In 2022 and 2021, the Company contributed approximately \$1,413,000 and \$1,184,000, respectively, to the Plan.

9. RELATED PARTY TRANSACTIONS

The Company receives substantially all capital funding from its Parent. In addition, the Parent performs certain administrative functions for the Company and allocates the related costs to the various entities owned by the Parent. Accordingly, the financial condition of the Company at December 31, 2022 and 2021, and results of its operations for the years then ended may be significantly different if the Company had operated as an unaffiliated company.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

At December 31, 2022 and 2021, the amounts due from Parent included in the consolidated balance sheets primarily represent advances utilized to fund operations of the Parent. For the years ended December 31, 2022 and 2021, the allocation of administrative expenses from the Parent approximated \$16,912,000 and \$15,672,000, respectively, which is included in general and administrative expenses in the consolidated statements of income.

See Notes 2, 5 and 10 for additional related party disclosures.

10. COMMITMENTS AND CONTINGENCIES

Insurance

The Company participates in the Parent's workers compensation and auto insurance coverage, which is provided under partially self-insured policies from independent third parties. The Company receives an allocation of expense from the Parent based on the claims and premium incurred, which is included in operating expenses. Management believes the total amount allocated during the years ended December 31, 2022 and 2021, of approximately \$21,846,000 and \$15,344,000, respectively, is adequate to provide for the final disposition of such claims.

Health Insurance

The Company participates in the Parent's health insurance policy, which is provided under a partially self-funded employee welfare benefit plan managed by an independent third party. The Company receives an allocation of expense from the Parent based on the claims and premiums incurred, which is included in operating expenses. Management believes the amount allocated during the years ended December 31, 2022 and 2021, of approximately \$7,169,000 and \$6,891,000, respectively, is adequate to provide for the final disposition of such claims.

Legal

The Company is involved in various lawsuits in the normal course of business. As of December 31, 2022, management cannot predict the outcome of the lawsuits or estimate the amount of any loss that may result. Accordingly, no provision for any contingent liabilities that may result has been made in the consolidated financial statements. Management assesses its potential liability relating to litigation based on information available. Management believes that losses resulting from these matters, if any, would not have a material effect on the consolidated financial position of the Company.

Purchase Commitments

As of December 31, 2022, the Company has made commitments to purchase vehicles and equipment totaling approximately \$22,161,000.

■ ■ ■ ■ ■

**INDEPENDENT AUDITORS' REPORT
ON SUPPLEMENTARY INFORMATION**

April 5, 2023

Board of Directors
Waste Pro of Florida, Inc. and Subsidiaries
(a wholly-owned subsidiary of Waste Pro USA, Inc.)
Longwood, Florida

We have audited the consolidated financial statements of **Waste Pro of Florida, Inc. and Subsidiaries** as of and for the year ended December 31, 2022, and our report thereon dated April 5, 2023, which expressed an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The consolidated financial statements of **Waste Pro of Florida, Inc. and Subsidiaries** as of and for the year ended December 31, 2021, were audited by Vestal & Wiler, CPAs, P.A. ("V&W"), who combined with Rehmann Robson LLC effective November 1, 2022. V&W's report thereon dated March 25, 2022, expressed an unmodified opinion on the 2021 consolidated financial statements. The Schedules of Operating Expenses and General and Administrative Expenses for the years ended December 31, 2022 and 2021, which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such information has not been subjected to the auditing procedures applied in our audit of the consolidated financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Rehmann Robson LLC



201 East Pine Street, Suite 801, Orlando, FL 32801



407.843.4433

**SUPPLEMENTARY INFORMATION
FOR THE YEARS ENDED
DECEMBER 31, 2022 AND 2021**

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated Operating Expenses

	Year Ended December 31	
	2022	2021
Payroll and payroll taxes	\$ 168,835,599	\$ 138,480,602
Disposal costs	102,405,730	103,258,629
Vehicle operating costs	63,096,282	44,826,119
Repairs and maintenance	47,836,028	42,285,486
Insurance	34,988,815	27,722,057
Subcontract trucking	15,532,866	15,301,945
Contract labor	12,901,975	12,286,205
Property and equipment rent	5,622,403	4,411,902
Utilities	2,434,266	2,156,780
Retirement plan contributions	1,282,214	1,072,914
Property damage	1,275,920	1,582,496
Municipal fees	1,199,830	2,552,799
Start-up costs	1,197,065	842,242
Recycling material	1,192,815	1,410,638
Bond fees	898,010	803,803
Uniforms	844,230	707,901
Telephone	713,348	580,191
Travel	496,725	265,799
Licenses and permits	85,457	66,068
Sanitation supplies	76,647	64,706
Total	\$ 462,916,225	\$ 400,679,282

See independent auditors' report on supplemental information.

WASTE PRO OF FLORIDA, INC. AND SUBSIDIARIES

Schedules of Consolidated General and Administrative Expenses

	Year Ended December 31	
	2022	2021
Corporate allocation	\$ 16,912,430	\$ 15,672,086
Payroll and payroll taxes	12,738,775	11,177,250
Professional fees	2,767,275	2,150,844
Training	2,611,443	2,011,897
Taxes, other than income	1,959,033	1,705,081
Advertising	1,268,397	1,120,744
Bank charges	1,165,610	1,162,418
Bad debts	1,050,062	613,934
Postage	1,030,219	852,798
Travel	905,310	579,230
Telephone	751,078	754,991
Insurance	717,989	666,902
Office supplies	513,941	476,729
Rent	371,820	53,531
Computer expense	285,351	194,486
Office temporary labor	204,436	250,613
Dues and subscriptions	169,256	130,978
Retirement plan contributions	130,913	110,991
Collections	42,500	19,523
Repairs and maintenance	19,869	19,449
Total	\$ 45,615,707	\$ 39,724,475

See independent auditors' report on supplemental information.



Focused on Tomorrows Solutions Today

DBA BOULEVARD TIRE CENTER
BOULEVARD RETREAD CENTER, INC.

816 South Woodland Boulevard
Deland, Florida 32720
(386) 734-6447 ■ FAX (386) 734-5969

September 9, 2025

Ashley Watson Finance Administrator
Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462

RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP No. 25-004

Dear Ms. Watson,

Waste Pro of Florida, Inc. has been a customer of Boulevard Tire Center for over 20 years. They maintain a monthly commercial account with us and have averaged close to \$600,000 in volume per month. Their balance with us is current and under \$30,000 as of August 31, 2025.

Should you have any questions regarding these matters, our relationship manager, Rey Segovia, can be reached by phone at 386-804-7931 or by email at rsegovia@boulevardtire.com or feel free to contact me at 386-734-6447 Ext: 240 or ylapointe@boulevardtire.com.

Sincerely,

Yan Lapointe, CFO
Boulevard Tire Center
816 S. Woodland Blvd
Deland, FL 32720
Tel: (386) 734-6447
Fax: (386) 734-5969



September 9, 2025

Ashley Watson Finance Administrator
Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462

RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP No.
25-004

Dear Ms. Watson,

Waste Pro of Florida, Inc. is a financially stable company. We have worked with Waste Pro since February 18, 2015.

Should you require more information, our relationship manager, David Miller, can be reached by phone at 800-743-9401 or by email at david.miller@hubindustrial.com.

Waste Pro does have the necessary financial resources to honor all requirements of the Town of Manalapan.

Should you have any questions regarding these matters, please feel free to contact me.

A handwritten signature in black ink, appearing to read "Kevin Kock", with a long horizontal line extending to the right.

Kevin Kock
Controller
Hub Industrial Supply, LLC

*Specializing in
your Industry*



SMARTRUCK
HD

Ashley Watson Finance Administrator
Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462

RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP No. 25-004

Dear Ms. Watson,

Waste Pro of Florida, Inc. is a financially stable company. SmarTruck HD, LLC has been working with Waste Pro since May of 2020.

Should you require more information, our corporate controller, Kimberly Mularski, can be reached by phone at 832-498-1881 or by email at kmularski@smartruckhd.com.

Waste Pro does have the necessary financial resources to honor all requirements of the Town of Manalapan.

Should you have any questions regarding these matters, please feel free to contact me.

Kindest Regards,

Mark R. Regan
President & CEO
SmarTruck HD
Mobile: (719) 694-6443
Email: mregan@smartruckhd.com
www.smartruckhd.com

17773 Grant Rd. Cypress, TX 77429

Ph: 800-496-1590

Ashley Watson Finance Administrator
Town of Manalapan
600 South Ocean Blvd
Manalapan, FL 33462

RE: Request for Proposals for Solid Waste and Recycling Collection Services RFP No. 25-004

Dear Ms. Watson,

Waste Pro of Florida, Inc. is a financially stable company. We have worked with Waste Pro since 2007.

Should you require more information, our relationship manager, Juan De Oliveira, can be reached by phone at 407-222-3279 or by email at jdeoliveira@nextranusa.com.

Waste Pro does have the necessary financial resources to honor all requirements of the Town of Manalapan.

Should you have any questions regarding these matters, please feel free to contact me at 407-377-4186 or dlara@nextranusa.com.

Sincerely,

Diana Lara



NextranUSA.com

407.222.3279
2200 W. Landstreet Rd.
Orlando, FL 32809

r



TAB 5

BONDING COMPANY COMMITMENT



By Jim Johnson

Waste Pro USA Inc. is far from the single-truck operation that started a decade ago. With sales topping \$400 million annually, the company now has operations in seven southern states, running more than 1,400 trucks, employing 2,400 people and servicing 1.4 million customers.

Jennings said he believes in maintaining the company's core values even as his Longwood, Fla.-based solid waste management company continues to rapidly expand.

"We've grown, we want to make sure that we're able to maintain and keep that active culture going that really has been a part of our success," Jennings said.

"I started the company really with the idea of keeping it simple. And what do we really mean by simple?" He never meant to create and

been working with Jennings for about a quarter of a century in the trash business, even before the creation of Waste Pro.

Traveling from his home base of Athens, Ga., Wood will hit the road a week or two at a time to talk to employees about company culture.

"We do believe that our employees are



SOLID WASTE & RECYCLING COLLECTION SERVICES
TOWN OF MANALAPAN, FL | RFP NO. : 25-004

TAB 5
BONDING COMPANY
COMMITMENT



Tab 5: Bonding Company Commitment

2.7 Bonding Company Commitment

PROPOSER must provide an irrevocable letter of commitment from a State of Florida licensed bonding company to provide a Performance Bond for services as Proposal. The bonding company shall be rated. The irrevocable letter of commitment must specifically accept the Performance Bond language stipulated by the TOWN in this Request for Proposal. In addition, it must accept the dollar amount of the Performance Bond as stipulated in the Franchise Agreement, Exhibit D. However, for the purpose of this Request for Proposal only, the dollar amount of the performance bond for the Town of Manalapan is provided below.

Performance Bond Requirements:

Town of Manalapan \$500,000

The actual amount of the Performance Bond that will be required upon execution of the Franchise Agreement(s) may be higher or lower depending on the awarded amounts and in accordance with the Franchise Agreement.

On the following pages, please find the relevant irrevocable letter of commitment to provide a Performance Bond from our bonding company.



September 3, 2025

RE: Waste Pro of Florida, Inc.
7329 7th PI N
West Palm Beach, FL 33411

Project: Request for Proposals for Solid Waste & Recycling Collection Services - RFP No.: 25-004
Town of Manalapan, Florida

To Whom It May Concern:

DUAL Surety on behalf of Axis Insurance Company is the acting Surety for Waste Pro of Florida, Inc. Axis Insurance Company maintains an "A"/XV rating with A.M. Best Company and has a U.S. Treasury listing of \$68,661,000. We've been in business and have had a record of successful and continuous operation for well over five (5) years. We are approved to transact business in all fifty states.

At this time, we are writing to recommend Waste Pro of Florida, Inc. as a potential bidder for the Request for Proposals for Solid Waste and Recycling Collection Services – RFP No.: 25-004 in Manalapan, FL. We have handled the surety needs of **Waste Pro of Florida, Inc.** for over a year and we would give favorable consideration to this project and would be able to provide a Performance Bond for the faithful performance of the work and all obligations arising therefrom in the initial amount of \$500,000. If Waste Pro of Florida, Inc. is awarded this project and requests that we provide the necessary performance bond, we will be prepared to execute the bonds subject to our acceptable review of the final contract terms and conditions, bond forms, appropriate contract funding and any other underwriting considerations at the time of request.

Please be advised that our consideration and issuance of bonds is a matter solely between Waste Pro of Florida, Inc. and ourselves, and we assume no liability to third parties or to you if for any reason we do not execute said bonds.

Sincerely,

AXIS INSURANCE COMPANY



Lisa A. Pless, Attorney-in-Fact



POWER OF ATTORNEY

Know All Men by These Presents: That AXIS Insurance Company, an Illinois property and casualty company, (the "Company") does hereby appoint:

Kyle Williams, Noah William Pierce, Bryan M Caneschi, Catherine Thompson, Jynell Marie Whitehead, and Lisa A. Pless.

as its true and lawful Attorney(s)-In-Fact, to make, execute, seal and deliver for and on its behalf as surety, bonds and undertakings, such documents to be valid as though executed by the Company on its own behalf. The Company may revoke this appointment at any time.

EXCEPTION: NO AUTHORITY is granted to make, execute, seal and deliver bonds or undertakings that guarantee the payment or collection of any promissory note, check, draft or letter of credit.

This Power of Attorney is signed, sealed and certified under and by the authority of resolutions adopted by unanimous written consent of the Board of Directors of the Company on September 27, 2023:

RESOLVED, that in connection with the Agreements, any one of the Chief Executive Officer, President, any Executive Vice President, any Senior Vice President of the Company, or any Vice President - Surety (each an "Authorized Officer"), acting singly, shall have the power and authority to appoint and revoke Attorneys-In-Fact, and to allow such Attorneys-In-Fact to further delegate their power and authority pursuant to appropriate written agreements, to make, execute, seal and deliver for and on behalf of the Company as surety, bonds and undertakings, such documents to be valid as though executed by the Company on its own behalf; and

RESOLVED FURTHER, that each of the each of the Authorized Officers and any Secretary or Assistant Secretary of the Company, hereby is, acting singly, authorized, empowered and directed to perform such acts and things as may be necessary or appropriate to carry out the foregoing resolution and the transactions contemplated thereby.

In Witness Whereof, AXIS Insurance Company has caused this instrument to be signed and its corporate seal to be affixed by a duly elected and qualified officer, this 10th day of October, 2023.

Attested and Certified
AXIS Insurance Company

By: 

Printed Name: Andrew M. Weissert

Title: Senior Vice President



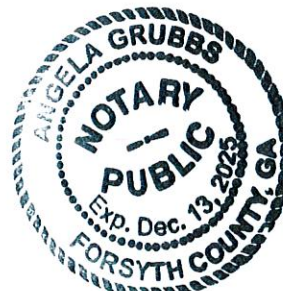
[Seal]

STATE OF GEORGIA COUNTY OF FULTON

Before me personally came Andrew M. Weissert, Senior Vice President of AXIS Insurance Company, to me known to be the individual and officer described herein, who acknowledged that they, being duly authorized, signed, sealed with the corporate seal and delivered the foregoing instrument by the authority and direction of said Company.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.


Notary Public



CERTIFICATION

I, Frances R. Mathis, Assistant Secretary of AXIS Insurance Company, do hereby certify that the attached Power of Attorney the 10th day of October, 2023, on behalf of the person(s) as listed above is a true and correct copy and the same has been in full force and effect since the date thereof and is in full force and effect on the date of this certificate; and I do further certify that the said Andrew M. Weissert, who executed the Power of Attorney, was a duly elected Senior Vice President of AXIS Insurance Company on the date of the execution of the attached Power of Attorney.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the corporate seal of AXIS Insurance Company on this the 3rd day of September, 2025.

By: 

Printed Name: Frances R. Mathis

Title: Assistant Secretary



[Seal]



TAB 6

LOCAL PREFERENCE QUALIFICATIONS & APPLICATION



Waste Pro keeps it simple



Waste Pro USA Inc. CEO John J. Jennings said he believes in maintaining the company's core values even as his Longwood, Fla.-based solid waste management company continues to rapidly expand.

By Jim Johnson

Waste Pro USA Inc. is far from the single-truck operation that started a decade ago. With sales topping \$400 million annually, the company now has operations in seven southern states, running more than 1,400 trucks, employing 2,400 people and servicing 1.4 million customers.

Waste Pro USA Inc. CEO John J. Jennings said he believes in maintaining the company's core values even as his Longwood, Fla.-based solid waste management company continues to rapidly expand.

"As we grow, we want to make sure that we're able to maintain and keep that active culture going that really has been a part of our success," Jennings said.

"I started the company really with the idea of keeping it simple. And what do we really want to do? We want to be simple and

be working with Jennings for about a quarter of a century in the trash business, even before the creation of Waste Pro.

Traveling from his home base of Athens, Ga., Wood will hit the road a week or two at a time to talk to employees about company culture.

"We do believe that our employees are



SOLID WASTE & RECYCLING COLLECTION SERVICES
TOWN OF MANALAPAN, FL | RFP NO. : 25-004



Tab 6: Local Preference

2.8 Local Preference Qualification and Application – (Proposal Form 6)

In order to qualify to receive 10 points in the evaluation for Local Preference, a PROPOSER must have had its office located within Palm Beach County for a minimum of one (1) year prior to the issuance of this RFP. PROPOSER must have been incorporated or legally begun business, being fully licensed, at least one (1) year prior to the issuance of this RFP. A valid Business Tax Receipt issued by the Palm Beach County Tax Collector is required and will be used to verify that the PROPOSER had a permanent place of business one (1) year prior to the issuance of this RFP. In addition, the name and address on the Business Tax Receipt must be the same name and address that is included in the submittal to the TOWN, and that the attached Business Tax Receipt must accompany the RFP at the time of submission. Copies of licensure, lease of office space (or proof of ownership of office site) may be required by TOWN staff as proof of compliance. The PROPOSER'S office must be of a permanent nature not temporary or transient (i.e., mobile homes shall be without wheels and permanent affixed to the land). The PROPOSER'S office shall be fully staffed with personnel including at least one of those assigned to the TOWN'S projects, office furniture, office equipment, and, if applicable, professional equipment/computers as required by the type of work to be performed. A site visit by TOWN staff may be required to confirm local presence. PROPOSER will be required to maintain said office, or other TOWN approved offices, for the entire term of the contract. Failure to submit this information will cause the firm not to be qualified under this section to qualify for Local Preference. The TOWN may require a PROPOSER to provide additional information for clarification purposes at any time prior to the award of the contract.

Waste Pro qualifies for the Local Preference through our West Palm Beach Division located at 7329 7th PL, West Palm Beach, FL 33411 which has been operating in Palm Beach County for over 20 years. On the following pages, we have provided Proposal Form 6 again as well as the requested Business Tax Receipt. Waste Pro is happy to provide additional documentation to show proof of compliance upon request.



October 16th, 2024

Waste Pro USA
411 Tall Pines Rd
West Palm Beach, FL 33413

Please be advised that review of your recent permit application to provide Solid Waste Collection & Disposal Services (Rules IV, V & VI) within unincorporated Palm Beach County has been completed. Based upon our review, your permit has been approved and you may continue to provide Solid Waste Collection & Disposal services.

Your permit will be valid through September 30, 2025. and you will be notified approximately one month prior to submit your annual \$1,200 fee should you wish to continue providing permitted collection services.

Please feel free to contact me directly at 561-697-2700, ext 4713 if you require additional information.

Sincerely,


Dallas Cunningham
Field Service Manager
Customer Information Services



Business Account Information

LBTR Num: 201014489

Business Name: WASTE PRO

Status: Active

Last updated: 10/15/2024 11:54:53 AM



Business Detail

Business Name: WASTE PRO

Trade Name: WASTE PRO

License Number: 201014489

License Status: Active

Tax Year: 2025

Business Type: 56-0034

Business Type Description: HAULING
SERVICE

Number of Units: 166

Account Number: 313833

Certificate Issued: 10/01/2024

NAICS: 56

Certificate Number:



Payment History

Bill Year	Bill Number	Paid By	Last Paid	Receipt Number	Amount Paid
2025	B40126826	WASTE PRO OF FLORIDA INC	9/16/24	B24.693364	\$236.25



TAB 7
OTHER

WASTE & RECYCLING NEWS

MAY 2, 2011
Crain's News Source for Environmental Management

Waste Pro keeps it simple



Waste Pro USA Inc. CEO John J. Jennings said he believes in maintaining the company's core values even as his Longwood, Fla.-based solid waste management company continues to rapidly expand.

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Traveling from his home base of Athens, Ga., Wood will hit the road a week or two at a time to talk to employees about company culture.
"We do believe that our employees are



SOLID WASTE & RECYCLING COLLECTION SERVICES
TOWN OF MANALAPAN, FL | RFP NO. : 25-004



Section 7: Other

Certificate of Insurance

a. Provide evidence of current levels of insurance in areas of General Liability, Automobile Liability, Workers' Compensation, and Professional Liability.

On the following page, please find Waste Pro's Certificate of Insurance.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/08/2025

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 MARSH USA LLC. 1560 Sawgrass Corporate Pkwy, Suite 300 Sunrise, FL 33323	CONTACT NAME: Lidia Manzur PHONE (A/C, No, Ext): 954-838-3422 E-MAIL ADDRESS: lidia.manzur@marsh.com FAX (A/C, No):
CN105058554--GAWU-24-25	INSURER(S) AFFORDING COVERAGE
INSURED Waste Pro USA, Inc. 2101 West State Road 434, Suite #305 Longwood, FL 32779	INSURER A: Greenwich Insurance Company INSURER B: XL Insurance America, Inc. INSURER C: ACE Property & Casualty Insurance Company INSURER D: XL Specialty Insurance Company INSURER E: N/A INSURER F:
	NAIC # 22322 24554 20699 37885 N/A

COVERAGES **CERTIFICATE NUMBER:** ATL-006076618-01 **REVISION NUMBER:** 1

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		RGE3002577	11/22/2024	11/22/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 SIR: \$ 500,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		RAE943788407	11/22/2024	11/22/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		XOOG71761885006	11/22/2024	11/22/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N/A	RWD300138007 (AOS) RWE943549707 (FL, GA)	11/22/2024 11/22/2024	11/22/2025 11/22/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
TOWN OF MANALAPAN, a municipal corporation in the State of Florida is/are included as additional insured where required by written contract with respect to general liability and auto liability. Contractual Liability applies to General Liability.

CERTIFICATE HOLDER TOWN OF MANALAPAN 600 South Ocean Boulevard Manalapan, FL 33462	CANCELLATION 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 <i>Marsh USA LLC</i>
--	--

© 1988-2016 ACORD CORPORATION. All rights reserved.

ENDORSEMENT

This endorsement, effective 12:01 a.m., November 22, 2024 forms a part of
Policy No. RAE943788407 issued to WASTE PRO USA, INC.

by Greenwich Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CANCELLATION NOTIFICATION TO OTHERS ENDORSEMENT

In the event coverage is cancelled for any statutorily permitted reason, other than nonpayment of premium, advanced written notice will be mailed or delivered to person(s) or entity(ies) according to the notification schedule shown below:

Name of Person(s) or Entity(ies)	Mailing Address:	Number of Days Advanced Notice of Cancellation:
Per the most current schedule maintained by Marsh USA LLC and furnished to AXA XL no less than 45 days prior to the effective date of cancellation.		30

All other terms and conditions of the Policy remain unchanged.

ENDORSEMENT

This endorsement, effective 12:01 a.m., 11/22/2024 forms a part of
Policy No. RGE3002577 issued to Waste Pro USA, Inc.
by Greenwich Insurance Company.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CANCELLATION NOTIFICATION TO OTHERS ENDORSEMENT

In the event coverage is cancelled for any statutorily permitted reason, other than nonpayment of premium, advanced written notice will be mailed or delivered to person(s) or entity(ies) according to the notification schedule shown below:

Name of Person(s) or Entity(ies)	Mailing Address:	Number of Days Advanced Notice of Cancellation:
Per the most current schedule maintained by Marsh USA LLC and furnished to AXA XL no less than 45 days prior to the effective date of cancellation		30

All other terms and conditions of the Policy remain unchanged.

ENDORSEMENT

This endorsement, effective 12:01 a.m., **11/22/2024** forms a part of
Policy No. RWD3001380-07 issued to Waste Pro USA, Inc.
by XL Insurance America, Inc.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CANCELLATION NOTIFICATION TO OTHERS ENDORSEMENT

This endorsement modifies insurance provided under the following:

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE POLICY

In the event coverage is cancelled for any statutorily permitted reason, other than nonpayment of premium, advanced written notice will be mailed or delivered to person(s) or entity(ies) according to the notification schedule shown below:

Name of Person(s) or Entity(ies)	Mailing Address:	Number of Days Advanced Notice of Cancellation:
Per the most current schedule maintained by Marsh USA, LLC and furnished to AXA XL no less than 45 days prior to the effective date of cancellation.		30

All other terms and conditions of the Policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **11/22/2024**
Insured
Waste Pro USA, Inc.
Insurance Company
XL Insurance America, Inc.

Policy No.
RWD3001380-07

Endorsement No.
Premium Included

Countersigned by 



Florida Certificate of Good Standing

If PROPOSER is a corporation, provide certification from the Florida Secretary of State verifying PROPOSER'S corporate status and good standing, and in the case of out-of-state corporations, evidence of authority to do business in the State of Florida. Additionally, indicate the Parent Organization(s) of the PROPOSER.

On the following page, please find Waste Pro's Certificate of Good Standing.

State of Florida

Department of State

I certify from the records of this office that WASTE PRO OF FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on January 5, 2001.

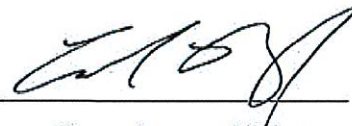
The document number of this corporation is P01000003611.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 10, 2025, 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 Tenth day of January, 2025*




Secretary of State

Tracking Number: 4862114002CC

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

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

Additional Data

c. Additional Data - Any additional information, which the PROPOSER considers pertinent for consideration

On the following pages, Waste Pro provides additional information that we consider pertinent for consideration, including information regarding our approach to the following:

- Maintenance
- Hiring, Training, and Employee Retention
- Customer Service
- Community Engagement
- Recycling Education
- Technology
- Continuity of Operations and Contingency Planning

Maintaining a Clean and Safe Fleet

The first step in maintaining a safe, efficient, and environmentally-friendly fleet is to purchase the safest and best equipment available, and our fleet in West Palm hauling is no exception. **To maintain this top-of-the-line fleet, we adhere to a rigorous preventive maintenance schedule based on vehicle utilization by hours and/or days.**

Waste Pro uses **Dossier Fleet Maintenance Software** to manage our preventive maintenance schedule efficiently, which results in benefits that directly impact our operations and costs, **including reduced downtime, lower spare parts inventories, extended equipment life, and increased mechanic productivity.**

Beyond their safe and efficient operation, **we want residents to welcome our trucks to their streets.** This means that we take pride in our appearance and in controlling the unpleasant odors that accompany solid waste collection.

Below we include a chart with an excerpt of our **preventive maintenance schedule.**

Maintenance Item	Inspection Interval
Annual DOT Inspection	No later than 365 days
Coolant System	2,000 hours CNG; diesel as needed
Engine Valve Inspection	At 2,400 hours
Engine Oil	900 hours CNG; 600 hours diesel
Hydraulic System	300 hours
Power Steering Filters	2,400 hours
Transmission Oil	
⇒ Manual	⇒ No later than 365 days
⇒ Non-Synthetic	⇒ 2,400 hours
⇒ Synthetic	⇒ 9,600 hours

Rear Carriers	2,400 hours
Grease Fittings	50 hours
Air Filters ⇒ Check, Blow Out ⇒ Replace	⇒ 600 hours ⇒ When needed based on restriction gauge

Hiring, Training, and Employee Retention

Throughout the course of our contract, we are committed to giving back to the Town of Manalapan community—in part by hiring local. For any staffing needs that may arise during our partnership with the Town, Waste Pro has a multi-pronged approach to recruitment and training to help us fill positions with talented employees who are looking for long-term careers with opportunities for professional advancement.

Local Recruitment

Waste Pro recruits drivers locally at the Truck Driver Institute in the near Colleges.

Online Job Postings

Vacancies are posted on our website and several external sites, including Career Builder, Indeed, LinkedIn, Facebook, and Twitter. America's Job Exchange posts Waste Pro vacancies with their partner organizations and one-stop career centers throughout the United States.

Waste Pro's Certified In-House CDL School

We build our talented team of local drivers from within by offering helpers and other Waste Pro employees the opportunity to train and test for their CDL in our DOT-certified in-house CDL school. This allows us to combat driver shortages while facilitating career advancement for our dedicated employees.

Drawing on Waste Pro's Extensive Florida Footprint

If the need arises, Waste Pro has the ability to temporarily pull in drivers from across our Florida footprint to ensure that there is no lapse in service for the Town of Manalapan customers while hiring occurs.

When a prospective employee applies for a job with Waste Pro, their application enters a tracking system that allows us to begin reviewing potential candidates within hours of a position being posted. Once a new employee is hired, they are welcomed to the Waste Pro family and begin their service- and safety-focused training with experienced local staff. In addition to their local training, new drivers also participate in an intensive safety refresher at our state-of-the-art, Florida-based [Driver Training Center](#). Throughout our partnership, our training ensures that all new Waste Pros in West Palm Beach will be fully educated in the Town's contract as well as the [Waste Pro Way—our commitment to caring for our community partners and providing the Town residents with world-class, people-focused service](#).

Waste Pro's commitment to caring for our communities has an important corollary: [In order to care for our communities, we must first care for our people](#). Waste Pro employees experience this care throughout their tenure with the company—from our carefully planned onboarding process to our commitment to work-life balance, our excellent benefits, and our industry-high driver and helper safety awards.



Waste Pro's **New Employee Onboarding Program** features comprehensive safety training, a focus on customer service, and a commitment to mentorship. Our **Onboarding Program Timeline**, which features 90 days of ongoing check ins, training reinforcements, and intentional efforts to help new employees find success in their roles at Waste Pro, is available upon request.

The goal of our extensive training process is to make sure new Waste Pro employees are confident and well-prepared to service our customers. **We know that when our staff feel well-prepared and confident, our municipal partners benefit from their care and attention to detail.**

At Waste Pro, we pride ourselves on being a "people company." We understand that our drivers and other frontline employees are the heart—and the public face—of our operations, and it is our goal to ensure that working for Waste Pro is not just a job but a fulfilling career. There is nothing more important to us than the health and welfare of our employees. **The table below summarizes some of the ways we recognize our employees for their commitment to our customers.**

Benefits

Waste Pro offers one of the most comprehensive benefits packages in the industry. Health and wellness benefits include medical, dental, vision, preventive care, 24-hour physician access, Flexible Spending Accounts to cover out-of-pocket healthcare costs, free wellness exams to encourage healthy habits, employee assistance programs, short- and long-term disability, eligible dependent benefits, and retirement savings plans. Waste Pro also offers employees access to free benefits programs such as non-emergency surgical treatments, imaging, physical therapy, and diabetes and kidney disease case management through our Pathway to Free Healthcare.

Work/Life Balance

We are committed to helping our employees build both fulfilling careers and maintain fulfilling personal lives. Routes have been built so that our drivers work a 8-10-hour day and have time to enjoy with their families.

Employee Bonuses

Employees are eligible for retention bonuses and a year-end gift up to \$2500. Technicians are eligible for tool reimbursement and pay increases based on completion of training programs.

Employee Recognition Awards

We offer performance incentives ranging from our \$100 Franklin Awards for exemplary service to our safety-focused Driver, Helper, and Supervisor Awards. The Route Supervisor Bonus Program, through which supervisors can earn up to \$14,000 per year, recognizes and rewards supervisors for their commitment to safety and their role in keeping our employees and community safe. We are also

proud to offer our industry-high \$10,000 Safety Awards for drivers and \$5,000 Safety Awards for helpers. These drivers and helpers embody the Waste Pro Way and maintain a perfect safety record for three years. To date, Waste Pro has paid over \$10 million in \$10k and \$5k awards to more than 1050 employees--including 30+ repeat winners!

Co-Heart Program

At Waste Pro, we believe in investing in upward mobility. Given recent labor shortages, we are proud that we have the infrastructure to build our army of drivers from within and foster career advancement for our helpers. Our DOT-certified in-house CDL school—one of only two run by solid waste companies in Florida--has trained and certified more than 500 drivers. Graduates of the program who commit to a year of service with Waste Pro can receive their CDL for as little as \$50, saving new drivers thousands of dollars.

Employee Transfer Program

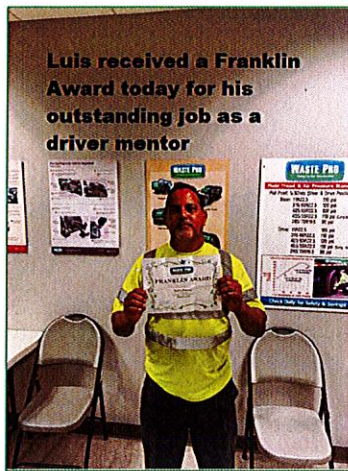
We know that sometimes, circumstances arise that require employees to relocate. We retain these employees through our Employee Transfer Program, allowing them to continue their careers in their new community. For drivers displaced by contract changes, we offer a moving and transfer package.

Waste Pro Celebrates West Palm Employee Success



West Palm Beach Division \$10K & \$5K Winners

Waste Pro's West Palm Beach Division, which will include Town of Manalapan drivers and helpers, anticipates five drivers and four helpers earning their respective Safety Award in 2025. This photo shows helper Jean recently receiving his Safety Award.



Franklin Awards in West Palm Beach Division

In Waste Pro's local division, Franklin Awards for stellar customer service and day-to-day safety commitment are given out at morning Safety Meetings. If a customer makes a positive report about one of our drivers or helpers, or leadership notices drivers and helpers going above and beyond in other ways, they are rewarded with a "Franklin"—a \$100 bill.



West Palm Beach Division Career Advancement

The West Palm Beach Division is proud to support the career advancement of many of our drivers and helpers. With a division-based mentorship program, we have helped 10 helpers advance their careers earning their CDLS and becoming drivers. These new drivers bring a nuanced perspective to their routes already having boots-on-the-ground knowledge about local service needs.

Customer Service

At Waste Pro, we believe that people make the difference, and caring never goes to waste. The Town of Manalapan residents will enjoy this “Distinguishable Difference” in our approach to customer service. Whether we are answering phone calls or participating in local community events, **we are committed to providing The Town of Manalapan with world-class service—locally.**

We believe that when a Town of Manalapan customer picks up the phone, they should reach a local customer service team. As experts in Waste Pro’s day-to-day operations, our West Palm customer service representatives can answer questions and quickly forward comments or complaints to the relevant parties for immediate resolution.

The first step to effective customer service is operations. We check and double-check our work to eliminate complaints before they happen. The operations piece of our customer service protocol includes training, route planning, and boots-on-the-ground supervision:

Employees are educated on the specific needs, rules, and regulations of the Town of Manalapan contract.

All employees undergo comprehensive training focused on company policies and procedures.

Employees are taught the *Waste Pro Way*, which includes professional conduct and customer service.

New drivers and helpers run supervised routes for two weeks before they begin to work independently.

Routes are set up so that the teams/routes can assist one another, if unexpected service delays occur.

Route Supervisors communicate with drivers and spot check routes to ensure service is running on time and up to Waste Pro’s high standards.

This is the start of our customer service philosophy: **If you perform the service correctly, there are no complaints.** However, we know that even with the best laid plans and most dedicated team members, sometimes issues or customer questions do arise. This drives the second part of our customer service philosophy: **No customer issue will go unanswered at the end of the day.**

Waste Pro customer service will feature **Customer Service Representatives (CSRs)** trained on the Town’s contract and **technologies that ensure efficient, customer-focused workflows.**

West Palm Customer Service Representatives	West Palm Customer Service Technology
<ul style="list-style-type: none"> ✓ No automated attendants—Real people answer the phone! ✓ West Palm Office Manager ensures all issues are closed out or scheduled by end of day. ✓ CSRs trained in Waste Pro best practices and specifics of Town of Manalapan contract. ✓ CSR training includes two weeks of real-world, hands-on training as new CSRs answer calls under supervision of West Palm Office Manager. 	<ul style="list-style-type: none"> ✓ 8 x 8 cloud-based VoIP phone system allows Waste Pro to manage & track calls to ensure timely completion. Phones can be answered anywhere—including from home, if inclement weather keeps staff away from the office. ✓ Trac-EZ online system allows residents & Town staff to create service tickets. Customers have a choice when they have a question or issue: Make a phone call or submit an online request!



Our West Palm customer service office has a local phone number and is staffed from 8 AM to 5 PM Monday to Friday and from 8AM to 12 PM on Saturdays. After-hours callers are encouraged to leave a message, and all messages are answered promptly on the following business day. Waste Pro also has the ability to support our local customer service operation from other nearby locations, if the need arises.

Incoming Calls

8x8 Phone System

Waste Pro employs a Voice over Internet Protocol (VoIP) phone system known as 8 x 8. This cloud-based service allows calls to be answered from any location, including home, which is particularly beneficial during inclement weather that may prevent staff from reaching the office or cause power and internet disruptions. In such cases, 8 x 8 enables us to operate our phone systems remotely before transitioning our phone lines back to the local office once services are restored.

The 8x8 system is engineered for user convenience and can be tailored to meet the specific requirements of the Town and its residents. Features include:

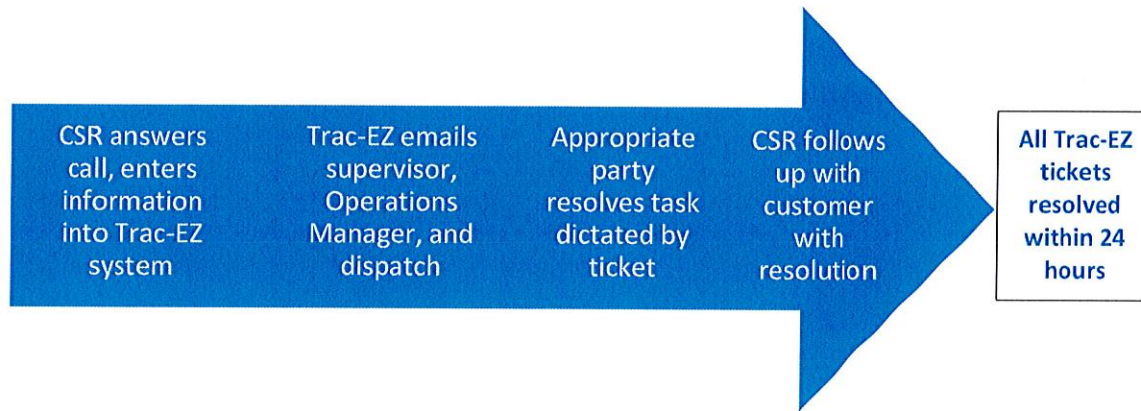
- ✓ **Call Back:** Our system will inform customers of their queue position and allow them to choose between waiting or receiving a return call. The callback feature also enables us to reconnect in the unlikely event of a dropped call or an unintentional disconnection.
- ✓ **Customized Front-End Messages in Multiple Languages:** In the case of modifications to services, the system can inform residents of these changes, particularly during adverse weather conditions and holidays.
- ✓ **Customized Phone Numbers:** When Hillsboro Beach residents need to reach Waste Pro, they will call a dedicated **local** phone number.
- ✓ **Press Options:** Our system can be configured with various press-off options should the Town choose to utilize this feature.

Beyond customer interaction, 8x8 also offers data analytics and tracking capabilities, enabling the monitoring of call times, wait durations, and overall call quality. This functionality allows Waste Pro to generate reports and statistics from call logs, ensuring transparency regarding customer service levels and compliance with reporting obligations.

Trac-EZ Enhances Customer Service for Town of Manalapan Residents

Trac-EZ is a web-based system designed to help Waste Pro and its community partners, like the Town of Manalapan, manage customer service workflows. When a customer calls our West Palm customer service line, a CSR will log the customer request into the Trac-EZ system, where it will be attached to the customer's account. In addition to contacting us by phone, **residents can create their own Trac-EZ requests** by clicking an icon on the Town or Waste Pro website and filling in a form. Trac-EZ provides Town staff as well as Waste Pro staff—both in the office and out in the field—with **real-time access to customer service requests**. Every call that Waste Pro receives will be logged, and resolution times will be easily available to the Town for review.

When a call is received by our CSRs or an online Trac-EZ ticket is generated by a customer, the following **customer service workflow** is activated:



Waste Pro is happy to provide further details about this system, including screenshots of customer logs, upon request.

The screenshots below, from our CSRs at Waste Pro's West Palm Beach Division, illustrate what the Town of Manalapan can expect from our Trac-EZ software. Customer requests, complaints, questions, and compliments are recorded centrally in Trac-EZ.

tracEZ.

Welcome, I and Associates

Palm Beach Bulk Services (Bulk Services) ✓

Palm Beach County SPMS Curb (Curb Manage...

Search for Incidents

Open Incidents

New Complaint

New Complaint

New Request

Open Incidents Report

Open Incidents by Category Report

Open Incidents by Incident Type Report

Incidents by User

Summary of Incidents Report

Case #	Created	City	Type	Status	Address	Subdivision	Incident Code	User Code	Personal Information	Elapsed Time (Hrs)	ActionData
4882881	7/25/2025 10:25 AM	WEST PALM BECH	Request	New		954 Trakon				31	
Cart - Swap Out 953 (0/0/0)											
488288	7/25/2025 12:07 PM	WEST PALM BECH	Request	New		954 Trakon					
Cart - Swap Out 953 (0/0/0)											
488210	7/25/2025 12:12 PM	WEST PALM BECH	Request	New		954 Trakon					
Cart - Swap Out 953 (0/0/0)											
488848	7/25/2025 4:24 PM	WEST PALM BECH	Request	New		954 Trakon					
Cart - Swap Out 953 (0/0/0)											
4887481	7/26/2025 8:55 AM	WEST PALM BECH	Request	New		954				31	
Cart - Purchase 087 (0/0/1) (0/0/1) (0/0/1)											
4888335	7/26/2025 8:24 PM	JUPITER	Request	New		954 Trakon				3	

This screenshot shows a **single screen compilation of timestamped calls received in July 2025.**

The second screenshot, below, shows the [log for a single customer call](#).

Note: Identifying information has been redacted from both screenshots for customer privacy.



farid

Admin Waste Pro / Mackie

Incident - Case #4699283

Details

Municipality:	Palm Beach County SWA	Record Created:	7/28/2025 6:09 PM
	Carts	Last Update:	7/28/2025 6:10 PM
Department:	Cart Management	Action Date:	
Contractor:	Waste Pro / Mackie	Status:	New
First Name:		Creator:	cfrancois
Last Name:			
Address:			
City:			
State:			
Zip:			
County:			
Subdivision:	96g Cracked		
Incident Coordinates:			
User Coordinates:			
Phone:			
Email:			

Resolutions

Comments

Categories

- Cart - Swap Out
- 96g cracked

Waste Pro's Commitment to Effective Customer Communication

Waste Pro is always happy to hear from our customers via phone or via a Trac-EZ ticket. When our customers need to hear from us, for updates including holiday schedules and potential service changes during adverse weather, Waste Pro utilizes several fast and effective communication channels. **Call-Em-All and Text-Em-All.**

Our Call-Em-All and Text-Em-All automated notification program allows us to quickly reach out to residents via phone call and/or text message to inform them of temporary service changes, including adverse weather collection schedules.

We work with our municipal partners to gather the necessary customer data to implement this program.

Online Communication

AS it is exemplified below, Waste Pro's corporate communications team works with our local staff to develop and utilize a custom Town of Manalapan Waste Pro service webpage.

This site includes local contact information and service information and will be updated to include holiday schedules.



Leveraging Social Media for Service Updates and Collection Program Success

The best strategy to reach residents is to meet them where they already are—including online.

And in our experience, the most effective way to reach our residential customers via social media is through the official social media channels of our municipal and county partners.

The Town of Manalapan, Florida **Government Facebook page**, with its active posting schedule, currently has over 2,000 followers. Given this wide reach, Waste Pro can design recycling education and other informational graphics for the Town to share with residents through this channel. We can also provide service change updates that the Town can post to keep residents informed.

A Customer Service Approach That Speaks for Itself

Each facet of our customer service approach adds value to the customer service experience. Our training and operations approach, refined through years of experience in and around Florida, helps to prevent service issues before they even happen. When issues do arise, our local, contract-specific CSRs and dedicated Office Manager provide personable support to our customers. Our technology capabilities through our 8x8 phone system and Trac-EZ platform provide convenient and transparent methods of communication between Waste Pro, the customer, and the Town. Combining each element results in a high level of customer service and leaves no question unresolved.

We take pride in our dedication to providing exemplary services and customer service. For Waste Pro, hearing from satisfied customers confirms that our approach works. Our Google Ratings and Reviews from our Waste Pro – Palm Beach location, sampled below, paint a picture of our current high level of service and satisfaction.

Division	Google Rating	Number of Reviews
Waste Pro – West Palm Beach	4.5	274

Google Reviews

Marvin is so friendly. My kids wait patiently every Friday for the garbage truck. Marvin (truck #1214) always parks and gets out of his truck to high five my kids! So very nice of him 😊. ★★★★★



If I could give waste pro 10000 stars I would. I had the pleasure of talking with Matt at Waste Pro in West Palm Beach, and I can't say enough about his outstanding customer service and professionalism. Every request I had, he handled immediately and even with such a positive attitude. It's rare to find someone so dedicated and efficient!! Thank you, Matt for the best service! ★★★★★

Community Engagement

Waste Pro's motto, "Caring for Our Communities," means that our commitment to the Town of Manalapan will start with providing excellent service—but it does not end there. We look forward to a **true partnership** with the Town of Manalapan that extends beyond our daily service commitment.

As your service partner, it is our goal to be a **good neighbor** and an **engaged member of the Town of Manalapan community**. This people-first philosophy drives our engagement across Palm Beach County and throughout our 12-state footprint. What's important to us in our community partnerships is what's important to you—the events and organizations that give Town of Manalapan its sense of place.

Waste Pro spends over **\$1 million annually** to help facilitate the success of community organizations and events across our footprint. In addition to monetary contributions, we are proud to partner with

community organizations such as the **American Cancer Society, local Rotary Clubs, local Boys and Girls Clubs, the Leukemia and Lymphoma Society, Backpacks for Kids, the NAACP's Freedom Fund, League of Cities, and Neighborhood Watch.**

Recycling Education

The **Reduce, Reuse, Recycle** mantra is fundamental to our operation. Our mission is to create sustainable recycling solutions for our municipal partners. We encourage and help build local recycling programs that do the following:

- ✓ Increase waste diversion from local landfills
- ✓ Reduce recycling contamination
- ✓ Contribute to local economies

Across our 12-state footprint, Waste Pro has ample experience partnering with local municipalities to help them meet their recycling goals. Our services are **highly local and tailored to each community partner we serve.** These highly local, tailored recycling programs are part of our "Distinguishable Difference."

What is *recycling contamination*?

Recycling contamination occurs when materials that do not fit a local processing facility's list of accepted program recyclables are mixed in with recyclable materials. High contamination rates make recycling less economically viable—and sometimes logistically impossible. We find that high contamination rates are often caused by people not understanding which materials can and cannot be recycled in their city or county. Our education and outreach programs are designed to combat recycling contamination.

We operate from the understanding that **the biggest recycling gains are made when residents understand how to recycle correctly.** This means that only non-bagged program recyclables are going into recycling carts. The benefits that come from increasing recycling volumes are negated if that recycled material is so contaminated that the processing facility cannot accept it.

As described under our "Approach to Collection Services," Waste Pro will monitor recycling and leave an **educational non-collection notice** should a resident's cart contain non-recyclable materials. The goal of these notices is to enhance the success of the recycling program—when people know better, they recycle better! **We will work with the Town to produce a tag specific to your recycling program.**

Once residents understand which materials belong in their local recycling stream, **our next goal is to make sorting materials for recycling the natural choice.** To do this, we partner with local municipalities to **raise awareness about the importance of recycling** through various strategies. We are prepared to provide *educational materials to ensure the proper compliance with this contract.*

Finally, **when it comes to raising recycling awareness and promoting "clean" recycling, Waste Pro has always taken a boots-on-the-ground approach.** We attend local community events, like rotary club meetings and community festivals, to talk about recycling, and we present to students in local schools using age-appropriate educational materials—such as coloring books for younger students and a tailored curriculum program for middle-grade students. You'll also find us at Community Clean Ups and Touch-A-Truck events.

Technology

Below is a description of the technology solutions Waste Pro will utilize for the Town of Manalapan service verification, routing and operations, and customer service and record keeping:

1. As described previously, Waste Pro will leverage our **RouteSmart routing software for route optimization**, creating safe, efficient service routes that take into account subscriber numbers, subscriber density, driving distances, collection hours, and the Town's preferred collection days.
2. Waste Pro will provide **real-time service verification** via our **Routeware** system. Routes are uploaded to driver tablets, and drivers manually mark each container along the route as complete when it has been serviced. These completions are time stamped. If drivers cannot complete service—for example, if a resident has not set their recycling cart at the curb—they indicate the reason for missed collection on the tablet. **The Town will have real-time viewing access to our Routeware system**, meaning that Town staff will be able to see how daily routes are progressing and, if a customer calls to report missed service, can check to see if a driver is simply running late, or if they have notated a reason (such as a cart not being set out) why service could not be completed.
3. To augment our Routeware service verification technology, our in-truck **SmarTruck HD cameras provide visual verification of service completion**. They also allow us to assess why service was not completed, if a discrepancy arises between a resident report and our Routeware notes.
4. Because the Town will be the point of contact for all resident customer service, we will provide the Town with access to our web-based **Trac-EZ customer service system**, which will allow **Town staff to quickly and easily create service tickets that will automatically be pushed to the appropriate Waste Pro staff in real-time**. This easy-to-use communication system will allow for swift resolution of any service issues while saving Town staff valuable time.
5. As described previously, **maintenance information** will be logged in and scheduled through **Dossier**.
6. Waste Pro will develop a **designated webpage for Pensacola residential recycling customers**, which will include information such as recycling education, recycling schedules, and holiday reminders. We can provide the Town with a **QR code** to include in residential recycling bills for easy access to this website.

Continuity of Operations and Contingency Planning

As a Florida-based company, preparing for storm events is an area where Waste Pro has seasoned experience. With over 22 years of storm and hurricane cleanup in service areas from Miami to the Panhandle, we have a time-tested method for storm preparation and post-storm continuity of operations. **As one of the largest service providers in the state, we have demonstrated experience with severe storms.** We are happy to provide the Town of Manalapan with more detailed information upon request.

As one of the largest service providers in the state, we have demonstrated experience with severe storms. For example, Waste Pro began servicing nearby St. Lucie County in 2004, shortly after Hurricanes Frances and Jean caused significant damage. Despite widespread devastation, lack of electricity and water, and destroyed street signs and landmarks, Waste Pro began our



contract—and 19 years later, we continue to partner with St. Lucie County as their service provider.

Emergency Response and Continuity

Waste Pro recognizes the importance of resilience in coastal South Florida. Our contingency program ensures collection continues even under extraordinary conditions.

- **Storm Preparedness:** Waste Pro maintains regional hauling divisions with additional trucks and equipment to support the Town should the need arise.
- **Fleet Redundancy:** Backup units will be available locally to cover breakdowns or emergencies.
- **Regional Support:** Waste Pro's South Florida network provides additional staffing and equipment resources on short notice.
- **24-Hour Response Commitment:** In the event of an emergency, Town leadership will have direct access to Waste Pro's regional operations staff for support.

This resiliency plan protects the Town against service disruption and ensures continuity of services.



WASTE PRO OF FLORIDA, INC.

7329 7TH PL N.
WEST PALM BEACH, FL 33411

 wasteprousa.com

 [@waste_pro_usa](https://twitter.com/waste_pro_usa)

 [wasteprousa](https://www.facebook.com/wasteprousa)



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: PH – a

Agenda Item Name: **Ordinance #397**

ACTION REQUESTED: Discussion ☐ Action ☐

BACKGROUND:

Ordinance #397 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(Second Reading)**

ATTACHMENT:

- Ordinance #397

ORDINANCE NO. 397

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT CHAPTER 152. BUILDING REGULATIONS, SECTION 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS. TO EXEMPT EMERGENCY USE GENERATOR PERMIT APPLICATIONS FROM ARCHITECTURAL REVIEW AND INSTEAD PROVIDE FOR ADMINISTRATIVE REVIEW ONLY; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 152. BUILDING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Architectural Commission is charged with review of most development applications to assure compliance with the Town's architectural criteria which are codified in the Town's Code of Ordinances at Sec. 152.24; and

WHEREAS, currently this includes review of permits to install emergency use generators; and

WHEREAS, upon the recommendation of the Town's Building Official and Town Manager, the Town Commission desires to remove emergency use generators from Architectural Commission review and instead provide administrative review for these permit applications; and

WHEREAS, the Town Commission has determined that these proposed revisions to its building code are in the best interests of the citizens of the Town of Manalapan.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

Section 1. The foregoing recitals are hereby adopted as the legislative findings of the Town Commission and are hereby made a part of this ordinance as if they were fully stated in this section.

Section 2. The Code of Ordinances of the Town of Manalapan, Florida, is hereby amended at Chapter 152. Building Regulations, Section 152.21 Approval and duration of approval, architectural review prerequisite to permits, stop work orders; by adopting new regulations for emergency use generator permits by making the review and approval process exempt from Architectural Commission review and instead providing for administrative review for code compliance; providing that Sec. 152.21 shall hereafter read as follows:

§ - 152.21 APPROVAL AND DURATION OF APPROVAL, ARCHITECTURAL REVIEW PREREQUISITE TO PERMITS, STOP WORK ORDERS.

modified

(A) General. Unless requests for building and landscaping plans, elevations and proposed signs for buildings or structures, or alterations thereof, including reroofing which involves a significant change in materials or appearance, have been approved by the Town Commission or the Architectural Commission as applicable, or by the Town Commission on appeal as specified below, no permit shall be issued for any such building, structure, sign, or other development of property, or appurtenances or alterations thereof. Additionally, the Town Commission or the Architectural Commission as applicable, shall have jurisdiction over any and all permits and plans referred to the respective Commission's review under Chapter 157 of this Code. All such permits or plans reviewed pursuant to Chapter 157 which do not include an entire landscape plan as required for new construction or re-development shall only be required to meet the application requirements of that chapter and are specifically exempt from the application requirements of subsection 152.23(A). The Town Commission or the Architectural Commission as applicable, shall pay particular attention to the design features and landscape plans for all structures. The Town Commission or the Architectural Commission as applicable, shall review such applications for sufficient sight screening and shall consider the overall visual impact a proposed design may have on surrounding neighbors. In accordance with Section 151.666, the Town Commission or the Architectural Commission as applicable, shall also have site plan review and approval authority for all statues and/or sculptures that are proposed to be installed within the Town. Such site plan

review shall be governed by the applicable portions of Sections 151.561, 151.666, 151.667, 151.668 and 151.669.

(B) *Exceptions.*

(1) Building or structure signs within the Plaza Del Mar, meeting the criteria previously reviewed and approved by the Architectural Commission and kept on file with the Town Clerk, shall not be required to undergo any additional Commission review. Additionally, if, in the opinion of the Building Official, the approval of an application for a minor or insignificant permit does not defeat the purposes or objects of this subchapter, the Building Official may grant the permit without submitting the matter to the Town Commission or the Architectural Commission as applicable for approval, notwithstanding any other provisions of this section or this subchapter. The decision of the Building Official shall be subject to appeal made to the Town Commission in accordance with the provisions of Section 152.25 of this chapter.

(2) Docks are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for docks shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(3) Pedestrian passageways are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for pedestrian passageways shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(4) Demolition work is exempt from Architectural review by the Architectural Commission or Town Commission. Applications for demolition work shall be reviewed by the Building Official for compliance with applicable building codes and by the Town planner for compliance with Town land usage codes.

(5) Emergency use generators are exempt from Architectural review by the Architectural Commission or Town Commission. Applications for emergency use generators shall be reviewed by the Building Official for compliance with applicable

building codes and by the Town planner for compliance with Town land usage codes.

(C) *Duration.* The applicant's architectural approval shall expire in twenty four (24) months unless a building permit has been obtained. If the building permit expires or is voided, the architectural approval also expires or becomes void.

(D) *Stop-work order.* In the event work being performed precedes Architectural Commission approval being obtained or is not in accordance with the Architectural Commission approved plan, or precedes administrative approval as applicable pursuant to subsection (B)(5) above, the Building Official or his designated representative shall issue a stop-work order and all work shall cease. No person, firm or corporation shall undertake any work on such project as long as such stop-work order shall continue. Additional penalties for commencing work prior to applicable commission approval may be set by resolution of the Town Commission and amended from time to time as deemed necessary.

(E) *Jurisdiction of Town Commission; jurisdiction of Architectural Commission.* The Town Commission shall hear all applications for architectural review and approval for properties located in Zoning Districts R-C2, C-3, and all Town-owned property, including but not limited to Town Hall, Library, and Guard House. The Architectural Commission shall hear all other applications for architectural review and approval.

Section 3. Each and every other section and subsection of Chapter 152. Building Regulations. shall remain in full force and effect as previously adopted.

Section 4. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 5. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 6. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Manalapan.

Section 7. This ordinance will take effect immediately upon adoption.

FIRST READING this 22nd day of September 2025.

SECOND AND FINAL READING this 14TH day of October 2025.

TOWN OF MANALAPAN

Mayor John Deese

ATTEST:

(SEAL)

Erika Petersen, Town Clerk



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: October 14th, 2025

Agenda Item No.: PH – b

Agenda Item Name: **Ordinance #398 (First Reading)**

ACTION REQUESTED: Discussion ☐ Action ☐

BACKGROUND:

Ordinance #398 – AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT TITLE XI: - BUSINESS REGULATIONS. TO CREATE A NEW CHAPTER 116. – REASONABLE ACCOMMODATIONS; TO CODIFY THE TOWN’S EXISTING PROCESS FOR PROCESSING REASONABLE ACCOMMODATION REQUESTS IN HOUSING, INCLUDING SUCH REQUESTS FROM CERTIFIED RECOVERY RESIDENCES AS REQUIRED BY FLORIDA STATUTE SECTION 397.487; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF TITLE XI. BUSINESS REGULATIONS SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

This ordinance formally adds Chapter 116 – Reasonable Accommodations to the Town Code. It codifies the Town of Manalapan’s existing process for handling requests for reasonable accommodations in housing, including those from certified recovery residences (sober living homes), as required by Florida Senate Bill 954 (2025). That state law mandates all municipalities adopt such local procedures by January 1, 2026. The ordinance updates and replaces the Town’s prior Resolution No. 5-2017, which had previously established a similar policy.

ATTACHMENT:

- Ordinance #398

ORDINANCE NO. 398

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE MANALAPAN CODE OF ORDINANCES AT TITLE XI: - BUSINESS REGULATIONS. TO CREATE A NEW CHAPTER 116. – REASONABLE ACCOMMODATIONS; TO CODIFY THE TOWN'S EXISTING PROCESS FOR PROCESSING REASONABLE ACCOMMODATION REQUESTS IN HOUSING, INCLUDING SUCH REQUESTS FROM CERTIFIED RECOVERY RESIDENCES AS REQUIRED BY FLORIDA STATUTE SECTION 397.487; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF TITLE XI. BUSINESS REGULATIONS SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Florida Legislature adopted SB 954 during the 2025 legislative session which requires all municipalities to adopt an ordinance establishing procedures for the review and approval of certified recovery residences by January 1st, 2026; and

WHEREAS, The Town of Manalapan previously adopted a reasonable accommodation policy via Resolution No. 5-2017 and now desires to codify this process into its code of ordinances and repeal the prior resolution; and

WHEREAS, the Town of Manalapan desires to comply with the aforesaid legislative mandate by adopting appropriate rules and regulations for the review and approval of certified recovery residences which are in the best interests of the public health, safety, morals, convenience, order, prosperity, and general welfare; and

WHEREAS, the Town Commission has determined that codification of these regulations and penalties are in the best interests of the citizens of the Town of Manalapan.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

Section 1. The foregoing recitals are hereby adopted as the legislative findings of the Town Commission and are hereby made a part of this ordinance as if they were fully stated in this section.

Section 2. The Code of Ordinances of the Town of Manalapan, Florida, is hereby amended at Title XI: - Business Regulations to create an entirely new Chapter 116: - Certified Recovery Residences which shall hereafter read as follows:

CHAPTER 116: - REASONABLE ACCOMODATIONS

§116.01 - Purpose and intent.

The purpose of this article is to establish procedures for processing requests for Reasonable Accommodation in housing, including those for Certified Recovery Residences, from the Town's Land Development Regulations, all other ordinances, and related rules, policies, practices and procedures, for persons that qualify as disabled and/or handicapped under Title VIII of the Civil Rights Act of 1968 (FHA), the Fair Housing Amendments Act of 1988 (FHAA), the Florida Fair Housing Act (§§ 760.20-760.37), Florida Statutes, and Title II of the Americans with Disabilities Act (42 U.S.C. Section 12131, et. seq.) (ADA), as these laws may be amended from time to time. Any person who is disabled and/or handicapped, or qualifying entities, may request a Reasonable Accommodation, pursuant to the procedures set out below.

§116.02 - Definitions.

For the purposes of this article, the following terms, phrases, words, and their derivations shall have the meaning given herein:

"Certified Recovery Residence" means a recovery residence that holds a valid certificate of compliance and is actively managed by a certified recovery residence administrator as defined under section 397.311 *Florida Statutes* as that state law may be amended from time to time.

§116.03 - Certified recovery residence; operation license required.

In order to operate, a Certified Recovery Residence must first obtain a Town business tax receipt pursuant to Chapter 110. The requisite application forms may be obtained by contacting the Town Clerk's Office. A Certified Recovery Residence must be in compliance with all Town regulations. In the event a Certified Recovery Residence is unable to operate due to restrictions within this Code of Ordinances a reasonable accommodation may be requested as outlined in section 116.04.

§116.04 - Reasonable accommodation procedures.

A request for Reasonable Accommodation by persons with disabilities or a qualifying entity, hereinafter the ("Applicant"), may be submitted to the Town. All requests for Reasonable Accommodation shall be submitted to the Town Clerk's Office. Upon receipt of an application for Reasonable Accommodation the Town Clerk shall date stamp the application with the date received. The reasonable accommodation request shall at a minimum provide the information outlined in subsection (A).

(A) *Contents of Application.* An Applicant making a request for reasonable accommodation shall provide the following information to the Town:

- (1) The legal name(s) of all persons for whom a reasonable accommodation is sought, and if a qualifying entity, the legal name(s) of all persons for whom it has been authorized to submit an application;
- (2) Name and address of the applicant.
- (3) Address and parcel control number of the location at which the reasonable accommodation is requested, if different from the address of the applicant.
- (4) The type of reasonable accommodation being requested, and an explanation of why it is necessary in order for persons with disabilities to live at the location.
- (5) A description of the Town ordinance, rule, policy, practice or procedure, from which the applicant seeks a reasonable accommodation.
- (6) If the disability is not known or readily apparent to the Town, information and/or documentation that (1) certifies the person's disability status under the FHA and/or ADA; (2) describes the needed accommodation; and (3) shows the relationship between the person's disability and the need for the requested accommodation. The Town is not seeking information relating to the nature and severity of the person's specific disability.
- (7) If the disability is known or readily apparent, but the need for the Reasonable Accommodation is not known or readily apparent to the Town, an explanation of the relationship between the person's disability and the need for the requested Reasonable Accommodation.

- (8) In the case of Certified Recovery Residences, a copy of a Certified Recovery Residences Certificate of Compliance issued by a credentialing entity pursuant to Sec. 397.311, *Florida Statutes* as that law may be amended from time to time.
- (B) *Applicant's Representative(s)*. An Applicant may be represented at all stages of the reasonable accommodation process by a person designated by the applicant as their authorized agent e.g. family member, attorney, or other representative. If an authorized agent, attorney, or other representative is representing a person, or, if applicable, a qualifying entity, a written authorization designating such authorized agent, attorney or representative shall be submitted to the Town, or an in-person meeting between the Town and the applicant shall occur to confirm the Applicant's authorized agent, attorney or representative. The Town is unable to accept authorizations outside of those made in writing or in-person as such forms of communication (e.g. phone call) do not provide the Town sufficient means to verify the identity of the applicant. Authorization forms shall be made available by request via the Town Clerk's Office.
- (C) *Town Assistance*. The Town shall provide assistance as required by the FHA, the ADA, or other applicable law in connection with a person with disability's request for a reasonable accommodation to ensure the process is accessible.
- (D) *No Fee*. No fee shall be imposed by the Town in connection with a request for reasonable accommodation under this policy, or for an appeal of a decision by the Town designee to the Special Magistrate. The Town shall have no liability for or legal obligation to pay an Applicant's attorney's fees or costs in connection with the request for reasonable accommodation, or any appeal at any appellate level.
- (E) *Interactive Process*. When a request for a reasonable accommodation is made, the Town may engage in an interactive process with the Applicant to devise alternative accommodations that provide the Applicant an opportunity to use and enjoy a dwelling. The commencement of an interactive process does not toll the deadlines for issuance of a notice of determination by the Town designee, or for an appeal hearing before the Special Magistrate as outlined below, unless the Applicant agrees in writing to extend the deadlines.

- (F) *Confidential Information.* Upon submittal of any medical information or records, including but not limited to condition, diagnosis, or history related to persons with disabilities, an Applicant may request that the Town, to the extent allowed by law, treat the information or records as confidential. In such case, the Town shall endeavor to keep the Applicant's medical information confidential to the extent permitted by federal and state laws, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Chapter 119, Florida Statutes (the Florida Public Records Law). The Town shall have no obligation to defend against any action seeking to compel the production of public records, or to incur any legal or other expenses in connection therewith, and shall produce the records to the extent the Town determines the records are not exempt from the Public Records Act, or to comply with any judicial or administrative order without prior notice to the Applicant. The Town, however, shall endeavor to provide notice to the persons with disabilities, or their representative, of any request received by the Town for disclosure of the medical information or documentation which the applicant has previously requested be treated as confidential by the Town.
- (G) *Review by Town Designee.* All applications for reasonable accommodations shall be submitted to the Town Clerk's Office. As soon as practicable after receipt, the Town Clerk shall forward all requests to the Town designee for review. The Town designee shall issue a written notice of determination to the Applicant within sixty (60) days from the date the application is received by the Town Clerk's Office. If needed to reach a determination on the request for Reasonable Accommodation, the Town designee, may, within the first (30) days of receipt of the application, issue a written request for additional information to the Applicant, specifying in sufficient detail what information is required. The Applicant shall then have thirty (30) days after the date of the written request for additional information to provide said information. In the event a written request for additional information is made, the sixty (60) day period to issue a written notice of determination shall no longer be applicable, and the Town designee shall issue a written notice of determination within sixty (60) days after receipt of the additional information. If the Applicant fails to provide the requested additional information and/or fails to request an extension of time to provide said information

within thirty (30) days after the date of the request for additional information, then the request for reasonable accommodation shall be deemed withdrawn and no further action by the Town shall be required. If a final written determination is not issued within 60 days after receipt of a completed application, the request is deemed approved unless the parties agree in writing to a reasonable extension of time. The applicant may renew their request for Reasonable Accommodation at any time. The applicant may request additional time to respond either in writing or verbally to the Town Clerk's Office. The Town shall not unreasonably withhold consent to an applicant's request for additional time to respond.

(H) *Findings for Reasonable Accommodation.* In determining whether the Reasonable Accommodation request shall be granted or denied, the Applicant shall be required to establish that:

- (1) They are protected under the FHA or ADA, as defined in the FHA or ADA. Although the definition of disability and/or handicap is subject to judicial interpretation, for purposes of this policy, a person with a disability is defined as having:
- (2) a physical or mental impairment which substantially limits one or more major life activities;
- (3) a record of having such impairment; or
- (4) that they are regarded as having such impairment.
- (5) The proposed Reasonable Accommodation being sought is reasonable and necessary to afford the person with the disability equal opportunity to use and enjoy housing. An accommodation is not reasonable if it imposes undue financial and administrative burdens on the Town; or requires a fundamental alteration to the Town's zoning scheme.

The foregoing, as interpreted by the Courts, shall be the basis for a decision upon a Reasonable Accommodation request made by the Town designee.

(I) *Notice of Determination.* The Town designee, shall issue a written notice of determination to the Applicant in accordance with Section (h) above, which shall:

- (1) Grant the accommodation request in full with no conditions; or
- (2) Impose conditions upon the portion of the request that was granted; or

- (3) Deny the request, stating with specificity the objective, evidence-based reasons for denial and identifying any deficiencies or actions necessary for reconsideration.

All written determinations shall give notice of the right to appeal. The notice of determination shall be sent to the Applicant (i.e. the person with a disability or his/her authorized agent, attorney or representative) by certified mail, return receipt requested. The notice of determination shall be sent to the Applicant at the address listed by the Applicant on the application form, or as otherwise provided to the Town in writing.

(J) Appeal.

- (1) Appeal from notice of determination by Town Designee: Within forty-five (45) days after the Town designee has rendered a decision on a Reasonable Accommodation, the Applicant may appeal the decision. This timeframe shall be based upon the date that the letter is mailed to the requesting party. All appeals shall contain a statement containing sufficient detail of the grounds for the appeal. Appeals shall be made to the Town Clerk's Office. The appeal shall be heard by the Special Magistrate for Code Enforcement matters as set forth in the Town Code. The Special Magistrate shall conduct a quasi-judicial public hearing on the appeal as soon as reasonably practicable, but in no event later than sixty (60) days after an appeal has been filed unless the applicant agrees in writing to an extension of the hearing date. The Special Magistrate shall not be required to render a decision on the request at the public hearing, but shall render a determination no later than thirty (30) days after the conclusion of the public hearing. Such public hearing shall be de novo.

Once a public hearing date has been coordinated with the Applicant and set, the Town shall, at least ten (10) days prior to the hearing, post a notice of hearing on the Town's public notice bulletin board and on its website, and shall maintain copies available for review in the Town Clerk's office. The notice shall contain a brief description of the request for Reasonable Accommodation, the property to which the request is applicable, and the time and place of the Special Magistrate

hearing on the request. The notice shall not contain any information relating to the Applicant's specific disability or other medical information.

The Special Magistrate's decision on the appeal shall be in writing and be based on the criteria listed in Section (H) above. The Special Magistrate's decision may (1) Grant the Reasonable Accommodation request in full, with no conditions; (2) Impose conditions upon the portion of the request that was granted; or (3) Deny the request, stating with specificity the objective, evidence-based reasons for denial and identifying any deficiencies or actions necessary for reconsideration. Any denial shall state the grounds for the denial. The Special Magistrate's decision shall give notice of the right to appeal. The written decision of the Special Magistrate shall be sent to the Applicant by certified mail, return receipt requested. The written decision shall be sent to the Applicant at the address listed by the applicant on the application form, or as otherwise provided to the Town in writing.

(2) Appeal from Special Magistrate's Decision: A Special Magistrate's decision may be appealed by the Town or the Applicant within thirty (30) days after the date on which the written decision is rendered. Such appeal shall be made to the 15th Judicial Circuit Court in and for Palm Beach County, Florida, in accordance with the rules of procedure governing appeals of quasi-judicial decisions.

(K) Stay of Enforcement. While an application for Reasonable Accommodation, or appeal of a determination of same, is pending before the Town, the Town will not enforce the subject land development regulation, other ordinance, or related rules, policies, practices or procedures, against the applicant, except that the Town may seek relief through its code enforcement process or an injunctive action if there is an imminent threat to the health, safety and welfare of the public.

§116.05 - Revocation of Reasonable Accommodation.

A reasonable accommodation to operate within the Town of Manalapan may immediately be revoked via written notice in the event of any of the following:

- (a) Violation of a condition of approval of a reasonable accommodation approval.
- (b) Lapse, revocation, or failure to obtain and maintain any certification or licensure required under this ordinance if not reinstated within 180 days of expiration.

In either instance the Town designee shall issue written notice of the revocation to the applicant via certified mail return receipt requested at the address listed by the Applicant on the application form, or as otherwise provided to the Town in writing. Applicant shall have the right to appeal the revocation decision of the Town Designee to the Town's Special Magistrate following the same appeal procedure outlined in section 116.04(J).

Section 3. Prior Town of Manalapan Resolution No. 5-2017 is hereby repealed in its entirety upon the effective date of this ordinance.

Section 4. Each and every other section and subsection of TITLE XI: - BUSINESS REGULATIONS shall remain in full force and effect as previously adopted.

Section 5. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 6. If any section or provision of this ordinance, any paragraph, sentence or word is declared invalid by a court of competent jurisdiction, the decision shall not affect the validity of the remainder of this ordinance.

Section 7. Specific authority is hereby given to codify this ordinance into the Code of Ordinances of the Town of Manalapan.

Section 8. This ordinance will take effect immediately upon adoption.

FIRST READING this 14TH day of October 2025.