

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT  
DISTRICT 2**

**November 8, 2023**

**BOARD OF SUPERVISORS**

**REGULAR  
MEETING AGENDA**

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

# **AGENDA**

# **LETTER**

# Lakes of Sarasota Community Development District 2

## OFFICE OF THE DISTRICT MANAGER

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

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

November 1, 2023

Board of Supervisors

Lakes of Sarasota Community Development District 2

Dear Board Members:

The Board of Supervisors of the Lakes of Sarasota Community Development District 2 will hold a Regular Meeting on November 8, 2023 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
  - A. Affidavit of Publication
  - B. RFQ Package
  - C. Respondent: AM Engineering, LLC
  - D. Competitive Selection Criteria/Ranking
  - E. Award of Contract
4. Acceptance of Unaudited Financial Statements as of September 30, 2023
5. Approval of October 11, 2023 Regular Meeting Minutes
6. Staff Reports
  - A. District Counsel: *Vogler Ashton, PLLC*
  - B. District Engineer (Interim): *AM Engineering, LLC*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: December 13, 2023 at 11:00 AM

### ATTENDEES:

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

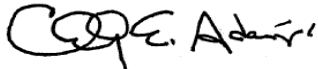
○ QUORUM CHECK

SEAT 1	PETE WILLIAMS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	KRIS WATTS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DALE WEIDEMILLER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	JOHN BLAKLEY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	PRISCILLA HEIM	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 7. Board Members' Comments/Requests
- 8. Public Comments
- 9. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley E Adams, Jr.  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 229 774 8903**

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

**3A**

# LOCALiQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune

PO Box 631244 Cincinnati, OH 45263-1244

## **PROOF OF PUBLICATION**

Lakes of Sarasota CDD2 - Wrathall Hunt & Associ  
Lakes of Sarasota CDD 2 - Wrathall Hunt & Associates LLC  
2300 Glades RD # 410W

Boca Raton FL 33431-8556

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Herald-Tribune, published in Sarasota County, Florida; that the attached copy of advertisement, being a Bids & Proposals, was published on the publicly accessible website of Sarasota County, Florida, or in a newspaper by print in the issues of, on:

10/19/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 10/19/2023

*[Handwritten Signature: Amy Kolcott]*

Legal Clerk

*[Handwritten Signature: Kaitlyn Felty]*

Notary, State of WI, County of Brown

*[Handwritten Date: 3/7/27]*

My commission expires

Publication Cost:	\$354.75	
Order No:	9411609	# of Copies:
Customer No:	729680	1
PO #:	RFQ Eng. Services	

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

<p>KAITLYN FELTY Notary Public State of Wisconsin</p>
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REQUEST FOR  
QUALIFICATIONS FOR  
ENGINEERING SERVICES  
FOR THE LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT  
DISTRICT 2

RFQ for Engineering Services

The Lakes of Sarasota Community Development District 2 ("District"), located in Sarasota County, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater systems, and other public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 27, 2023 by email to gillyard@whhassociates.com ("District Manager's Office").

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

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

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

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

**3B**



**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE LAKES OF SARASOTA COMMUNITY DEVELOPMENT DISTRICT 2**

*RFQ for Engineering Services*

The Lakes of Sarasota Community Development District 2 (“**District**”), located in Sarasota County, Florida, announces that professional engineering services will be required on a continuing basis for the District’s stormwater systems, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“**CCNA**”). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on November 2, 2023 by email to gillyardd@whhassociates.com (“**District Manager’s Office**”).

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

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

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

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

## LAKES OF SARASOTA COMMUNITY DEVELOPMENT DISTRICT 2

### DISTRICT ENGINEER PROPOSALS

#### COMPETITIVE SELECTION CRITERIA

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

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

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

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

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

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

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

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

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

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

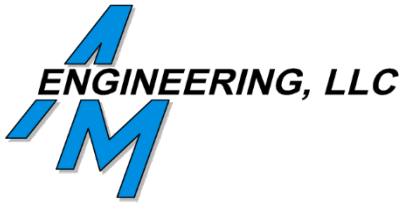
**6) Recent, Current and Projected Workloads (Weight: 10 Points)**

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

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

**3C**



November 1, 2023

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

Via email: gillyardd@whassociates.com

**RE: LETTER OF INTEREST – DISTRICT ENGINEERING SERVICES  
LAKES OF SARASOTA COMMUNITY DEVELOPMENT DISTRICT 2**

Dear Ms. Gillyard:

**AM Engineering, LLC** is pleased to have the opportunity to submit this Letter of Interest for the District Engineering Services for the Lakes of Sarasota Community Development District 2.

**AM Engineering, LLC** is a medium-size engineering consulting firm that specializes in the design and construction of residential and commercial land development projects including both large- and small-scale stormwater management facilities, water distribution systems, wastewater collection facilities, roadways, parking facilities, and site grading. AM Engineering has provided engineering services on hundreds of land development projects in Sarasota, Charlotte, Desoto and Manatee Counties.

The principals are supported by an experienced staff. Employees at all levels are encouraged to attend seminars and classes necessary to stay current in a rapidly changing technical field. Professional registration is also strongly encouraged, and all of the professional staff are Florida Registered Engineers.

The following are direct responses to the RFQ:

- 1) Hold applicable federal, state and local licenses  
*Please see enclosed copies of licenses*
- 2) Be authorized to do business in Florida in accordance with Florida law; and  
*Please see enclosed copy of operating license*
- 3) Furnish a statement (“**Qualification Statement**”) of its qualifications and past experience on U.S. General Service Administration’s “Architect- Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data.  
*Please see enclosed SF No. 330. The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.*

#### 4) **COMPETITIVE SELECTION CRITERIA**

- a. Ability and Adequacy of Professional Personnel  
*Please see enclosed resumes*
- b. Consultant's Past Performance  
*The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.*
- c. Geographic Location  
*Our office is located in Sarasota, Florida. D. Shawn Leins lives in close proximity to the CDD.*
- d. Willingness to Meet Time and Budget Requirements  
*Our large number of repeat clients is testimony to the ability of AM Engineering, LLC to deliver a quality project, on time and at a competitive cost. We urge you to contact any of our clients to learn firsthand of our performance on their projects. We are confident that you will find our record has been outstanding.*
- e. Certified Minority Business Enterprise  
*AM Engineering, LLC is not a Certified Minority Business*
- f. Recent, Current and Projected Workloads  
*AM Engineering, LLC currently has a multitude of ongoing and projected projects. However, this will not prevent AM Engineering from effectively serving as the District Engineer.*
- g. Volume of Work Previously Awarded to Consultant by District  
*The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.*

Our size allows us to provide high quality responsive and efficient service to our clients. During the course of the project the client enjoys the advantage of dealing directly with a design team headed by a principal of the company. Direct communications between the client and a company principal result in a superior project. This philosophy of quality and service has proved extremely successful. A substantial majority of our clients have completed multiple projects with the firm, and most of our new clients came to us based on our reputation within the community or on the recommendation of a current client.

Numerous land development projects have put AM Engineering, LLC in constant contact with the local, district and regional staff of the Department of Environmental Protection and the Southwest Florida Water Management District. We have applied for and received numerous permits from these and other local agencies on projects throughout Manatee, DeSoto, Charlotte, and Sarasota counties.

Our residential and commercial land development projects include the design, permitting and construction of Toscana Isles, an 923-lot single family residential subdivision, Grand Park, an 890-lot single family residential subdivision, Strazzera, an 890-lot single family residential subdivision, Vistera, an 391-lot single family residential subdivision, and Lake Park Estates, an 400-lot single family residential subdivision. We have multiple additions to the Ringling College of Art & Design, the chiller building and chiller lines, Post Production, Student Housing and 3-Storm Academic Building, and several new buildings at the Sarasota Military Academy, Suncoast Community Church, The Church of Hope and many more projects.

As you can see from the attached SF330, AM Engineering is a medium-sized firm that has a long-standing reputation in the community for providing civil engineering services. It is our belief that our uniquely qualified firm will provide hands-on quality services within a reasonable budget.

Respectfully,

**AM ENGINEERING, LLC**

A handwritten signature in blue ink that reads "D. Shawn Leins". The signature is written in a cursive, flowing style.

D. Shawn Leins, P.E.

# ARCHITECT-ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> Lakes of Sarasota CDD 2, Sarasota, FL	
2. PUBLIC NOTICE DATE	3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE D. Shawn Leins, P.E. - President		
5. NAME OF FIRM AM Engineering, LLC		
6. TELEPHONE NUMBER 941-377-9178	7. FAX NUMBER 941-378-3786	8. E-MAIL ADDRESS sleins@amengfl.com

### C. PROPOSED TEAM

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

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	X			AM Engineering, LLC  <input type="checkbox"/> CHECK IF BRANCH OFFICE	8340 Consumer Ct. Sarasota, FL 34240	Civil Engineering
b.				  <input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				  <input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				  <input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				  <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				  <input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

*(Attached)*



<h1>ARCHITECT – ENGINEER QUALIFICATIONS</h1>	1. SOLICITATION NUMBER <i>(If any)</i>
--	--

**PART II – GENERAL QUALIFICATIONS**  
*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME <b>A M ENGINEERING, LLC</b>			3. YEAR ESTABLISHED <b>2019</b>		4. DUNS NUMBER	
2b. STREET <b>8340 CONSUMER COURT</b>				5. OWNERSHIP a. TYPE <b>LIMITED LIABILITY COMPANY</b>		
2c. CITY <b>SARASOTA</b>	2d. STATE <b>FLORIDA</b>	2e. ZIP CODE <b>34240</b>				
6a. POINT OF CONTACT NAME AND TITLE <b>D. SHAWN LEINS, P.E., PRESIDENT</b>				b. SMALL BUSINESS STATUS  7. NAME OF FIRM <i>(If block 2a is a branch office)</i>		
6b. TELEPHONE NUMBER <b>941-377-9178</b>		6c. E-MAIL ADDRESS <b>SLEINS@AMENGFL.COM</b>				
8a. FORMER FIRM NAME(S) <i>(If any)</i>  <b>AM ENGINEERING, INC.</b>				8b. YR. ESTABLISHED  1986		8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) FIRM	(2) BRANCH			
<b>02</b>	<b>ADMINISTRATIVE</b>	<b>1</b>		<b>P06</b>	<b>PLANNING SITE INSTALLATION</b>	<b>4</b>
<b>12</b>	<b>CIVIL ENGINEERS</b>	<b>2</b>		<b>S13</b>	<b>STORMWATER HANDLING F.A.C</b>	<b>1</b>
<b>8</b>	<b>CADD TECHNICIANS</b>	<b>6</b>		<b>W03</b>	<b>WATER SUPPLY</b>	<b>1</b>
				<b>S04</b>	<b>SEWAGE COLLECTION/ TRANSMISSION</b>	<b>2</b>
	Other Employees					
<b>Total</b>		<b>9</b>				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>	PROFESSIONAL SERVICES REVENUE INDEX NUMBER				
a. Federal Work	<b>0</b>	1. Less than \$100,000		6. \$2 million to less than \$5 million	
b. Non-Federal Work	<b>5</b>	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million	
c. Total Work	<b>5</b>	3. \$250,000 to less than \$500,000		8. \$10 million to less than \$25 million	
		4. \$500,000 to less than \$1 million		9. \$25 million to less than \$50 million	
		5. \$1 million to less than \$2 million		10. \$50 million or greater	

<b>12. AUTHORIZED REPRESENTATIVE</b>		The foregoing is a statement of facts.	
a. SIGNATURE 			b. DATE 11/01/2023
c. NAME AND TITLE <b>D. SHAWN LEINS, P.E., PRESIDENT</b>			

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

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

12. NAME <b>D. SHAWN LEINS, PE</b>	<b>PRESIDENT</b>	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 35
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>A M ENGINEERING, LLC                  SARASOTA, FLORIDA</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> <b>UNIVERSITY OF FLORIDA, 1984- BSCE                  FLORIDA STATE UNIVERSITY, 1980- AA</b>		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> <b>FLORIDA P.E. #41078                  CIVIL ENGINEER</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> <b>FES, ASCE, NSPE</b>			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES CURRENT	CONSTRUCTION <i>(If applicable)</i>
<b>a.</b>	<b>Toscana Isle</b>  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction of site infrastructure serving a 400 acre 923-lot single family and multifamily residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located on Knight's Trail and Laurel Road in Venice, FL. Water quality treatment and attenuation are provided by six (6) wet detention ponds. Construction Cost: \$23 Million. Principle also serves as District Engineer.	CURRENT	<i>(If applicable)</i>
<b>b.</b>	<b>Grand Park</b>  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction of site infrastructure serving a 533-acre 895 lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. This project also includes a Master Lift Station and improvements to Ibis Street. The project is located off Ibis Drive South of Serenoa Lakes in Sarasota, FL. Construction Cost: \$51 Million. Principle also serves as District Engineer.	CURRENT	<i>(If applicable)</i>
<b>c.</b>	<b>Strazzeria</b>  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction of site infrastructure serving a 230-acre 890 lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located off Ibis Drive South of Grand Park in Sarasota, FL. Construction Cost: \$15 Million. Principle also serves as District Engineer.	CURRENT	<i>(If applicable)</i> 2020
<b>d.</b>	<b>Visterra of Venice</b>  (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction of site infrastructure serving a 300-acre 391lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located between Laurel Road and Border Road, East of I-75 in Venice, FL. Construction Cost: \$16 Million. Principle also serves as District Engineer.	CURRENT	<i>(If applicable)</i> 2009

# D. Shawn Leins, P.E.

*President/Principal*



## **EDUCATION:**

Bachelor of Science, Civil Engineering  
University of Florida, 1984  
Associates of Arts, Florida State University,  
1980  
Advanced MOT Certified

## **PROFESSIONAL REGISTRATIONS:**

Florida Professional Engineer No. 41078

## **PROFESSIONAL AFFILIATIONS:**

American Society of Civil Engineers  
Florida Engineering Society  
Myakka Chapter, Past President (1993)  
American Solar Energy Society  
Sarasota Chamber of Commerce  
Gulf Coast Builders Exchange  
Homebuilders Assoc. of Manatee County  
Florida Tomorrow

## **AWARDS AND RECOGNITIONS**

Young Engineer of the Year 1993  
FES Myakka Chapter

## **APPOINTED POSITIONS**

Sarasota County Development Services  
Advisory Committee  
Florida Employers Exchange

Mr. Leins, President and Chief Design Engineer has been with A M Engineering, LLC since 1988. His experience includes preparing construction cost estimates, studies, reports, state and local permit applications, contract documents, and

construction plans for water, wastewater, utility relocations, drainage and paving improvements in residential and commercial developments located in Sarasota, Charlotte and Manatee Counties.

Mr. Leins received his Associate of Arts degree from Florida State University in 1980 and his Bachelor of Science degree in Civil Engineering in 1984 at the University of Florida. He is a member of the American Society of Civil Engineers and the National Society of Professional Engineers. He is a member and past president of the Florida Engineering Society, Myakka Chapter, from which he received the 1993 "Young Engineer of the Year Award".

Mr. Leins' knowledge of AutoCAD is used extensively in the preparation of conceptual development plans, preliminary plats, utility plans, construction plans and record plats. He has been involved in many successful developments from conceptual through final plat and his use of computer modeling for water distribution and stormwater management offers a practical "hands-on" approach in assuring that systems are designed for best performance.

Development improvements also include road improvement projects, utility extensions and utility relocations.

Mr. Leins is a member of the Sarasota County Development Services Advisory Committee which reviews proposed ordinances and provides recommendations to the Board of County Commissioners on various issues affecting the Development Community.

Shawn Leins upholds the tradition of excellence at AM Engineering, LLC and continues to provide his clients quality service with a personal touch.





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**FBPE**  
FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

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

**LEINS, D. SHAWN**

7461 SHAUNA COURT  
SARASOTA FL 34241

**LICENSE NUMBER: PE41078**

**EXPIRATION DATE: FEBRUARY 28, 2025**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

**2023 FOREIGN LIMITED LIABILITY COMPANY ANNUAL REPORT**

DOCUMENT# M19000001325

**Entity Name:** AM ENGINEERING, LLC

**Current Principal Place of Business:**

813 RIDGE LAKE BLVD  
MEMPHIS, TN 38120

**Current Mailing Address:**

813 RIDGE LAKE BLVD  
MEMPHIS, TN 38120 US

**FEI Number:** 83-2326437

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

PARACORP INCORPORATED  
155 OFFICE PLAZA DR, 1ST FLOOR  
TALLAHASSEE, FL 32301 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:** \_\_\_\_\_

Electronic Signature of Registered Agent

Date

**Authorized Person(s) Detail :**

Title            PRESIDENT, MANAGER, MEMBER  
Name            LEINS, SHAWN  
Address         8340 CONSUMER COURT  
City-State-Zip: SARASOTA FL 34240

Title            CEO, MANAGER  
Name            PRESLEY, CLAY  
Address         813 RIDGE LAKE BLVD  
City-State-Zip: MEMPHIS TN 38120

Title            MEMBER  
Name            FREMONT-WRIGHT, LLC  
Address         813 RIDGE LAKE BLVD  
City-State-Zip: MEMPHIS TN 38120

Title            VICE PRESIDENT, MANAGER  
Name            RITZ, BRIAN  
Address         8340 CONSUMER COURT  
City-State-Zip: SARASOTA FL 34240

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** CLAY PRESLEY

**PRESIDENT**

**01/25/2023**

Electronic Signature of Signing Authorized Person(s) Detail

Date

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

# **3D**

**Lakes of Sarasota Community Development District 2**  
**Request for Qualifications – District Engineering Services**

**Competitive Selection Criteria**

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

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

\_\_\_\_\_  
Date

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

# **UNAUDITED FINANCIAL STATEMENTS**



**LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT 2  
FINANCIAL STATEMENTS  
UNAUDITED  
SEPTEMBER 30, 2023**

**LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT 2  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2023**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 2,430	\$ -	\$ -	\$ 2,430
Due from Landowner	11,058	-	145,262	156,320
Prepaid expense	5,200	-	-	5,200
Total assets	<u>\$ 18,688</u>	<u>\$ -</u>	<u>\$ 145,262</u>	<u>\$ 163,950</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 7,478	\$ -	\$ 145,262	\$ 152,740
Due to Landowner	-	42,983	145,262	188,245
Tax payable	734	-	-	734
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>14,212</u>	<u>42,983</u>	<u>290,524</u>	<u>347,719</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred receipts	5,858	-	-	5,858
Unearned revenue	5,200	-	-	5,200
Total deferred inflows of resources	<u>11,058</u>	<u>-</u>	<u>-</u>	<u>11,058</u>
Fund balances:				
Restricted for:				
Debt service	-	(42,983)	-	(42,983)
Capital projects	-	-	(145,262)	(145,262)
Unassigned	(6,582)	-	-	(6,582)
Total fund balances	<u>(6,582)</u>	<u>(42,983)</u>	<u>(145,262)</u>	<u>(194,827)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 18,688</u>	<u>\$ -</u>	<u>\$ 145,262</u>	<u>\$ 163,950</u>

**LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT 2  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Landowner contribution	\$ -	\$ 45,720	\$ 111,490	41%
Total revenues	<u>-</u>	<u>45,720</u>	<u>111,490</u>	41%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	10,550	12,700	83%
Management/accounting/recording*	2,000	24,000	48,000	50%
Legal	1,261	7,104	20,000	36%
Engineering	-	-	10,000	0%
Audit**	-	-	3,500	0%
Arbitrage rebate calculation**	-	-	750	0%
Dissemination agent**	-	-	1,000	0%
Trustee**	-	-	4,000	0%
Telephone	16	200	200	100%
Postage	34	80	500	16%
Printing & binding	42	500	1,000	50%
Legal advertising	-	1,515	2,500	61%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	209	750	28%
Website				
Hosting & maintenance	-	1,680	705	238%
ADA compliance	-	-	210	0%
Total expenditures	<u>3,353</u>	<u>51,013</u>	<u>111,490</u>	46%
Excess/(deficiency) of revenues over/(under) expenditures	(3,353)	(5,293)	-	
Fund balances - beginning	(3,229)	(1,289)	-	
Fund balances - ending	<u>\$ (6,582)</u>	<u>\$ (6,582)</u>	<u>\$ -</u>	

\*WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

\*\*Expenses will be realized during budget year following bond issued.

**LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT 2  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	Current Month	Year To Date
<b>REVENUES</b>	\$ -	\$ -
Total revenues	-	-
 <b>EXPENDITURES</b>		
<b>Debt service</b>		
Cost of issuance	-	39,732
Total expenditures	-	39,732
 Excess/(deficiency) of revenues over/(under) expenditures	-	(39,732)
 Fund balances - beginning	(42,983)	(3,251)
Fund balances - ending	\$ (42,983)	\$ (42,983)

**LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
Construction costs	<u>145,262</u>	<u>145,262</u>
Total expenditures	<u>145,262</u>	<u>145,262</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (145,262)	 (145,262)
 Fund balances - beginning	 -	 -
Fund balances - ending	<u>\$ (145,262)</u>	<u>\$ (145,262)</u>

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

# **MINTUES**

**DRAFT**

**MINUTES OF MEETING  
LAKES OF SARASOTA  
COMMUNITY DEVELOPMENT DISTRICT 2**

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The Board of Supervisors of the Lakes of Sarasota Community Development District 2 held a Regular Meeting on October 11, 2023 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., First Floor Construction Conference Room, Sarasota, Florida 34240.

**Present were:**

Pete Williams	Chair
Kris Watts	Vice Chair
Priscilla Heim	Assistant Secretary
John Blakley	Assistant Secretary
Dale Weidemiller	Assistant Secretary

**Also present, were:**

Chuck Adams	District Manager
Shawn Liens (via telephone)	District Engineer
Pam Curran	Neal Communities
John McKay	Neal Communities

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 11:03 a.m.  
All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Acceptance of the Unaudited Financial Statements as of August 31, 2023**

Ms. Watts asked about the \$42,983 "Due to Landowner" line item. Mr. Adams stated it was most likely related to expenses incurred on the front end that are due and payable to the Landowner.

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**On MOTION by Mr. Williams and seconded by Ms. Heim, with all in favor, the Unaudited Financial Statements as of August 31, 2023, were accepted.**

**FOURTH ORDER OF BUSINESS** **Approval of September 13, 2023 Regular Meeting Minutes**

**On MOTION by Ms. Heim and seconded by Mr. Williams, with all in favor, the September 13, 2023 Regular Meeting Minutes, as presented, were approved.**

**FIFTH ORDER OF BUSINESS** **Staff Reports**

- A. District Counsel: Vogler Ashton, PLLC**
- B. District Engineer (Interim): AM Engineering, LLC**
- C. District Manager: Wrathell, Hunt and Associates, LLC**

There were no District Counsel, District Engineer or District Manager reports.

- **NEXT MEETING DATE: November 8, 2023 at 11:00 AM**
  - **QUORUM CHECK**

**SIXTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SEVENTH ORDER OF BUSINESS** **Public Comments:**

There were no public comments.

**EIGHTH ORDER OF BUSINESS** **Adjournment**

**On MOTION by Ms. Heim and seconded by Ms. Watts, with all in favor, the meeting adjourned at 11:05 a.m.**



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Secretary/Assistant Secretary

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Chair/Vice Chair

# **LAKES OF SARASOTA**

**COMMUNITY DEVELOPMENT DISTRICT 2**

# **STAFF**

# **REPORTS**

**LAKES OF SARASOTA COMMUNITY DEVELOPMENT DISTRICT 2**

**BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE**

**LOCATION**

*5800 Lakewood Ranch Blvd, Sarasota, FL 34240*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 11, 2023</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>November 8, 2023</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>December 13, 2023</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>January 10, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>February 14, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>March 13, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>April 10, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>May 8, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>June 12, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>July 10, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>August 14, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>September 11, 2024</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>