

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

The Board of Supervisors of the Lakes of Sarasota Community Development District 2 held a Regular Meeting and Audit Committee Meeting on February 14, 2024 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240.

Present were:

Pete Williams	Chair
Kris Watts	Vice Chair
John Blakley	Assistant Secretary
Dale Weidemiller (via telephone)	Assistant Secretary

Also present:

Chuck Adams	District Manager
Ed Vogler	District Counsel
Shawn Leins (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:45 a.m.

Supervisors Williams, Watts and Blakley were present. Supervisor Weidemiller attended via telephone. Supervisor Heim was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Recess Regular Meeting/Commencement
of Audit Selection Committee Meeting**

The Regular Meeting recessed at 11:46 a.m., and the Audit Selection Committee Meeting convened.

FOURTH ORDER OF BUSINESS

Review of Response to Request for Proposals (RFP) for Annual Audit Services

A. Affidavit of Publication

B. RFP Package

The above items were provided for informational purposes.

C. Respondents

I. Berger, Toombs, Elam, Gaines & Frank

II. Grau & Associates

Mr. Adams stated that, as the District Manager of many CDDs, his firm has worked with both respondents and, in his opinion, both are qualified to perform the audit.

Mr. Adams reported that Berger, Toombs, Elam, Gaines & Frank (BTEGF) bid \$3,075 for the first year plus an additional \$4,325 for each bond issuance. Grau & Associates (Grau) bid \$3,200 for the first year with annual increases of \$100 over a five-year period plus an additional \$1,500 with bond issuance.

Discussion ensued regarding the bids, the scope of services and the requirement for a third-party audit, once bonds have been issued.

Mr. Weidemiller asked if any time requirements for completion of the work are imposed. Mr. Adams stated the only time requirement is the Statutory requirement for the audit to be submitted annually to the proper entity by June 30th.

Mr. Williams noted that both firms have delivered audits late. He recommended the additional requirement for a draft audit to be provided by May 1st.

Mr. Adams stated the requirement can be included in the Engagement Letter.

D. Auditor Evaluation Matrix/Ranking

Mr. Williams presented his scores and rankings and stated, given each respondent’s qualifications, cost is the factor that sets the firms apart. He discussed his scoring and stated the Auditor Selection Committee can accept his rankings or perform its own.

Mr. Adams stated Ms. Watts ranked the respondents as follows:

- #1 Grau & Associates 99 Points
- #2 Berger, Toombs, Elam, Gaines & Frank 97 Points

Mr. Adams stated Mr. Williams ranked the respondents as follows:

- #1 Grau & Associates 100 Points
- #2 Berger, Toombs, Elam, Gaines & Frank 91.49 Points

Mr. Adams stated Mr. Blakley ranked the respondents as follows:

- #1 Grau & Associates 98 Points
- #2 Berger, Toombs, Elam, Gaines & Frank 90 Points

Mr. Weidemiller stated he will accept Mr. Williams' scores and ranking.

FIFTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

The Audit Selection Committee Meeting terminated at 11:55 a.m., and the Regular Meeting reconvened.

SIXTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- **Award of Contract**

On MOTION by Mr. Williams and seconded by Ms. Watts, with all in favor, accepting the scores, ranking and recommendation of the Audit Committee, ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services, authorizing District Staff to negotiate an agreement with Grau & Associates and adding to the Engagement Letter the additional requirement that a draft audit be provided by May 1st of each year, was approved.

SEVENTH ORDER OF BUSINESS

Update: Required Ethics Training

Mr. Adams stated he will forgo the explanation regarding this item because all Supervisors were present at the Windward at Lakewood Ranch CDD meeting when this topic was discussed and the Memorandum is included in the agenda package.

EIGHTH ORDER OF BUSINESS

Acceptance of the Unaudited Financial Statements as of December 31, 2023

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

NINTH ORDER OF BUSINESS

Approval of January 10, 2024 Regular Meeting Minutes

On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, the January 10, 2024 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Vogler Ashton, PLLC**
- B. District Engineer: AM Engineering, Inc.**

There were no reports from District Counsel or the District Engineer.

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

There was no report.

- **NEXT MEETING DATE: March 13, 2024 at 11:00 AM**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments: Non-Agenda Items (limited to 3 minutes per individual)

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, the meeting adjourned at 11:34 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair