

LAKES OF SARASOTA

**COMMUNITY DEVELOPMENT
DISTRICT 2**

BOARD OF SUPERVISORS

March 13, 2024

**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

March 6, 2024

ATTENDEES:

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

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 March 13, 2024 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. Acceptance of Unaudited Financial Statements as of January 31, 2024
4. Approval of February 14, 2024 Regular Meeting and Audit Committee Meeting Minutes
5. Staff Reports
 - A. District Counsel: *Vogler Ashton, PLLC*
 - B. District Engineer: *AM Engineering, LLC*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: April 10, 2024 at 11:00 AM

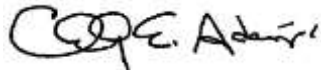
○ QUORUM CHECK

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

6. Board Members' Comments/Requests
7. Public Comments
8. 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

UNAUDITED FINANCIAL STATEMENTS

**LAKES OF SARASOTA
COMMUNITY DEVELOPMENT DISTRICT 2
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2024**

**LAKES OF SARASOTA
COMMUNITY DEVELOPMENT DISTRICT 2
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2024**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 5,076	\$ -	\$ -	\$ 5,076
Undeposited funds	3,135	-	-	3,135
Total assets	<u>\$ 8,211</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,211</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 2,058	\$ -	\$ -	\$ 2,058
Retainage payable	-	-	21,606	21,606
Due to Landowner	-	42,983	218,914	261,897
Tax payable	153	-	-	153
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>8,211</u>	<u>42,983</u>	<u>240,520</u>	<u>291,714</u>
Fund balances:				
Restricted for:				
Debt service	-	(42,983)	-	(42,983)
Capital projects	-	-	(240,520)	(240,520)
Total fund balances	<u>-</u>	<u>(42,983)</u>	<u>(240,520)</u>	<u>(283,503)</u>
Total liabilities and fund balances	<u>\$ 8,211</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,211</u>

**LAKES OF SARASOTA
COMMUNITY DEVELOPMENT DISTRICT 2
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JANUARY 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Landowner contribution	\$ 8,379	\$ 18,536	\$ 111,490	17%
Total revenues	<u>8,379</u>	<u>18,536</u>	<u>111,490</u>	17%
EXPENDITURES				
Professional & administrative				
Supervisors	1,077	3,229	12,700	25%
Management/accounting/recording*	2,000	8,000	48,000	17%
Legal	-	-	20,000	0%
Engineering	-	-	10,000	0%
Audit**	-	-	3,500	0%
Arbitrage rebate calculation**	-	-	750	0%
Dissemination agent**	-	-	1,000	0%
Trustee**	-	-	4,000	0%
Telephone	16	67	200	34%
Postage	-	-	500	0%
Printing & binding	42	167	1,000	17%
Legal advertising	-	759	2,500	30%
Annual special district fee	-	175	175	100%
Insurance	-	5,200	5,500	95%
Contingencies/bank charges	-	-	750	0%
Website				
Hosting & maintenance	-	-	705	0%
ADA compliance	-	-	210	0%
Total expenditures	<u>3,135</u>	<u>17,597</u>	<u>111,490</u>	16%
Excess/(deficiency) of revenues over/(under) expenditures	5,244	939	-	
Fund balances - beginning	(5,244)	(939)	12,841	
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,841</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 JANUARY 31, 2024**

	Current Month	Year To Date
REVENUES	\$ -	\$ -
Total revenues	-	-
 EXPENDITURES		
Debt service	-	-
Total expenditures	-	-
 Excess/(deficiency) of revenues over/(under) expenditures	-	-
 Fund balances - beginning	(42,983)	(42,983)
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 JANUARY 31, 2024**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Construction costs	<u>-</u>	<u>171,401</u>
Total expenditures	<u>-</u>	<u>171,401</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 (171,401)
 Fund balances - beginning	 (240,520)	 (69,119)
Fund balances - ending	<u>\$ (240,520)</u>	<u>\$ (240,520)</u>

LAKES OF SARASOTA

COMMUNITY DEVELOPMENT DISTRICT 2

MINUTES

**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 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.

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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

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

71 #1 Grau & Associates 100 Points

72 #2 Berger, Toombs, Elam, Gaines & Frank 91.49 Points

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

74 #1 Grau & Associates 98 Points

75 #2 Berger, Toombs, Elam, Gaines & Frank 90 Points

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

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78 **FIFTH ORDER OF BUSINESS** **Termination of Audit Selection Committee**
79 **Meeting/Reconvene Regular Meeting**

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

83

84 **SIXTH ORDER OF BUSINESS** **Consider Recommendation of Audit**
85 **Selection Committee**

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87 • **Award of Contract**

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

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97 **SEVENTH ORDER OF BUSINESS** **Update: Required Ethics Training**

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

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103 **EIGHTH ORDER OF BUSINESS**

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

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

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111 **NINTH ORDER OF BUSINESS**

Approval of January 10, 2024 Regular Meeting Minutes

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

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119 **TENTH ORDER OF BUSINESS**

Staff Reports

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121 **A. District Counsel: Vogler Ashton, PLLC**

122 **B. District Engineer: AM Engineering, Inc.**

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

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

125 There was no report.

- 126 • **NEXT MEETING DATE: March 13, 2024 at 11:00 AM**

- 127 ○ **QUORUM CHECK**

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129 **ELEVENTH ORDER OF BUSINESS**

Board Members' Comments/Requests

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131 There were no Board Members' comments or requests.

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133 **TWELFTH ORDER OF BUSINESS**

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

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136 No members of the public spoke.

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138 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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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]

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151 _____
Secretary/Assistant Secretary

_____ 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

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