

LAKE FLORES

**COMMUNITY DEVELOPMENT
DISTRICT**

December 12, 2023

**BOARD OF SUPERVISORS
SPECIAL MEETING
AGENDA**

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Lake Flores Community Development District
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

December 5, 2023

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

Board of Supervisors
Lake Flores Community Development District

Dear Board Members:

The Board of Supervisors of the Lake Flores Community Development District will hold a Special Meeting on December 12, 2023, immediately following adjournment of RFP Evaluation Committee Meeting, scheduled to commence at 1:00 p.m., at 8116 Cortez Road W., Bradenton, Florida 34210. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Recommendation of RFP Evaluation Committee and Ranking of Proposals
 - Authorization to Negotiate/Award of Contract
4. Ratification of Amwins Insurance Brokerage, LLC Binder and Egis Insurance and Risk Advisors Invoice
5. Discussion: Fiscal Year 2024 Amended Budget
6. Acceptance of Unaudited Financial Statements as of October 31, 2023
7. NEXT MEETING DATE: TBD
 - QUORUM CHECK


SEAT 1	GARY WALKER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	DAVID BRASHER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	REGINALD TISDALE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	KRYSTAL PARSONS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	WALTER PRESTON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

8. Board Members' Comments/Requests
9. Public Comments

10. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 943 865 3730

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

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**LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR LAKE FLORES, OUTFALL DS-3 PROJECT
PART I. GENERAL INFORMATION – (C) EVALUATION CRITERIA**

- 1. *Personnel* (25 Points)**
(E.g., geographic locations of the firm’s headquarters or permanent office in relation to the project, capabilities and experience of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)
- 2. *Proposer’s Experience* (25 Points)**
(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other community development districts in other contracts; character, integrity, reputation of respondent, etc.)
- 3. *Understanding of Scope of Work* (10 Points)**
Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.
- 4. *Financial Capability* (10 Points)**
Extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity, necessary to complete the services required.
- 5. *Price* (30 Total Points)**

Points available for price will be allocated as follows:

25 Points will be awarded to the Proposer submitting the lowest total price proposal, (i.e., the summation of the unit price extensions using quantity estimates provided, the allowances shown, plus the proposal contractor’s fee) for completing the work. Value engineering concepts deemed reasonable, in the sole discretion of the district, shall also be taken into account when determining Proposer’s price proposal. All other proposals will receive a percentage of the amount based upon the difference between the Proposer’s bid and the low bid.

5 Points are allocated for the reasonableness of unit prices and balance of bid.

LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS FOR OUTFALL DS-3

EVALUATION MATRIX

PROPOSER	PERSONNEL	PROPOSER'S EXPERIENCE	UNDERSTANDING SCOPE OF WORK	FINANCIAL CAPABILITY	PRICE	TOTAL POINTS
	25 POINTS	25 POINTS	10 POINTS	10 POINTS	30 POINTS	100 POINTS

NOTES

Completed by: _____
Board Member's Signature

Date: _____

Printed Name of Board Member

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

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Amwins Insurance Brokerage, LLC
7108 Fairway Drive
Suite 200
Palm Beach Gardens, FL 33418
amwins.com

November 29, 2023

Michelle Thomas
Egis Insurance & Risk Advisors
150 East Palmetto Park Road
Suite 705
Boca Raton, FL 33432

RE: Lake Flores Community Development District

INLAND MARINE CONFIRMATION OF COVERAGE

In accordance with your instructions to bind, please find the attached Binder for Lake Flores Community Development District which confirms that coverage is bound for your client as follows:

DATE OF ISSUANCE: 11/29/2023

INSURED: Lake Flores Community Development District
MAILING ADDRESS: 2300 Glades Road, Suite 410W
c/o Wrathell, Hunt & Associates, LLC
Boca Raton, FL 33431

CARRIER: Vantage Risk Specialty Insurance Company (Non-Admitted)

POLICY NUMBER: **IMV-23001094-01**

POLICY PERIOD: From 12/1/2023 to 4/1/2025
12:01 A.M. Standard Time at the Mailing Address shown above

POLICY PREMIUM:	Premium	\$35,000.00
	TRIA	Rejected
	Fees	\$750.00
	Surplus Lines Taxes and Fees	\$1,787.50
	Total	\$37,537.50

MINIMUM EARNED PREMIUM: 25%

COMMISSION: 11.000% of premium excluding fees and taxes

ADDITIONAL TERMS AND CONDITIONS: ***** Please review All Terms, Conditions & "Subject To" Items on the attached Binder *****

PREMIUM PAYMENT DUE to Amwins Insurance Brokerage within
20 DAYS OF BINDING

SURPLUS LINES TAX SUMMARY

HOME STATE: Florida

FEES:

Fee	Taxable	Amount
Amwins Service Fee	Yes	\$750.00
Total Fees		\$750.00

SURPLUS LINES TAX CALCULATION:

State	Description	Taxable Premium	Taxable Fee	Tax Basis	Rate	Tax
Florida	Surplus Lines Tax	\$35,000.00	\$750.00	\$35,750.00	4.940%	\$1,766.05
	Stamping Fee	\$35,000.00	\$750.00	\$35,750.00	0.060%	\$21.45
Total Surplus Lines Taxes and Fees						\$1,787.50

Important Notice: Surplus Lines Tax Rates and Regulations are subject to change which could result in an increase or decrease of the total Surplus Lines Taxes and Fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes owed must be promptly remitted.

The attached Binder from the carrier sets forth the coverage as bound. Please review carefully with your client to ensure the bound coverage matches the terms and conditions of the bind order. It is your responsibility to ensure the bound terms and conditions are accurate and consistent with the agreed bind order terms.

If after reviewing you should have any questions or requested changes, please let us know as soon as possible so we can discuss with the carrier.

Thank you for your business. We truly appreciate it.

Sincerely,

Cleare Cleare

Assistant Vice President
T 561.847.8491 | F 877.570.9323 | Cleare.Cleare@amwins.com
Amwins Insurance Brokerage, LLC

On behalf of,

Bo Rhonehouse

Senior Vice President
T 561.656.6177 | F 877.570.9323 | bo.rhonehouse@amwins.com
Amwins Insurance Brokerage, LLC
In California: Amwins Brokerage Insurance Services | License 0F19710
7108 Fairway Drive | Suite 200 | Palm Beach Gardens, FL 33418 | amwins.com

SURPLUS LINES DISCLOSURE

Florida

SURPLUS LINES INSURERS' POLICY RATES AND FORMS ARE NOT APPROVED BY ANY FLORIDA REGULATORY AGENCY.

This insurance is issued pursuant to the Florida Surplus Lines Law. Persons insured by surplus lines carriers do not have the protection of the Florida Insurance Guaranty Act to the extent of any right of recovery for the obligation of an insolvent unlicensed insurer.



Tango Specialty Insurance Services

Quotation on behalf of **Vantage Risk Specialty Insurance Company:**

POLICY NUMBER: IMV-23001094-01

BROKER / AGENT: Cleare Cleare - AmWINS Group

BROKER / AGENT ADDRESS: 7108 Fairway Drive, Suite 200
Palm Beach Gardens, FL 33418

INSURED: Lake Flores Community Development
District

INSURED ADDRESS: 2300 Glades Road Suite 410W, c/o
Wrathell, Hunt & Associates, LLC
Boca Raton, FL 33431

INSURING COMPANY: Vantage Risk Specialty Insurance Company, rated A- XII (non-admitted paper)

POLICY PERIOD: Inception Date: 12/1/2023
Expiration Date: 4/1/2025
AT 12:01 am Location Standard Time at Insured's address

- This is a binder for insurance coverage being provided by an approved non-admitted insurance carrier. It is the responsibility of you, the producing broker, to assure proper surplus lines placement, including policy stamping and payment of taxes and/or fees, as applicable.

COVERAGE TYPE: Scheduled Property

LIMIT: \$2,000,000.00
\$2,000,000 occurrence limit for Temporary Storage of construction materials.

COVERAGE EXTENSION: Covered location: Cortez Rd & 75th Street West, Bradenton, FL 34209
Additional Debris Removal Expense: \$5,000
Pollutant Cleanup and Removal: \$10,000

DEDUCTIBLE: \$50,000 per occurrence

VALUATION: ACV

COINSURANCE: Not Applicable

PERILS: All risk per form excluding Wind/Hail, Flood and Earthquake

Scheduled Property PREMIUM: \$35,000.00

SUMMARY:

Premium:	\$35,000
TRIA Premium:	Rejected
Total Premium:	\$35,000

Conditions:

- Terrorism is excluded unless coverage is purchased.
- This binder may differ from the terms and conditions presented in the quotation. Please review it carefully.
- This binder is subject to disclosure of any claims or occurrences which the applicant shall become aware of after the quote date and prior to the inception date of coverage.
- The following Tango Mandatory Exclusions will apply:
 - o Terrorism Exclusion, unless purchased
 - o Virus & Bacteria Exclusion
 - o Nuclear, Biological and Chemical Exclusion
 - o Office of Foreign Asset Control (OFAC)
- **All Surplus Lines taxes and fees are to be collected, processed and paid by the producing agent or broker, as per your surplus lines license.**

INVOICE



Customer	Lake Flores Community Development District
Acct #	1238
Date	11/30/2023
Customer Service	Michelle Thomas
Page	1 of 1

Lake Flores Community Development District
 c/o Wrathell, Hunt & Associates, LLC
 2300 Glades Road, Suite 410W
 Boca Raton, FL 33431

Payment Information	
Invoice Summary	\$ 37,537.50
Payment Amount	
Payment for:	Invoice#20743
IMV-23001094-01	

Thank You

Please detach and return with payment



Customer: Lake Flores Community Development District

Invoice	Effective	Transaction	Description	Amount
20743	12/01/2023	New business	Policy #IMV-23001094-01 12/01/2023-04/01/2025 Vantage Risk Specialty Insurance Co Inland Marine - New business AmWins Service Fee Stamping Fee Surplus Lines Tax Due Date: 11/30/2023	35,000.00 750.00 21.45 1,766.05

Total
\$ 37,537.50

Thank You

*FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349*

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939	Date
	sclimer@egisadvisors.com	11/30/2023

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2023**

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2023**

	General Fund	Debt Service Fund Series 2023 A-1	Service Fund Series 2023 A-2	Capital Projects Fund	Total Governmental Funds
ASSETS					
Cash	\$ 4,210	\$ -	\$ -	\$ -	\$ 4,210
Investments					
Reserve	-	919,884	2,242	-	922,126
Capitalized interest	-	1,652,274	-	-	1,652,274
Construction	-	-	-	15,749,563	15,749,563
Cost of issuance	-	13,136	4,790	-	17,926
Undeposited funds	20,702	-	-	-	20,702
Due from Landowner	10,749	-	-	-	10,749
Total assets	<u>\$ 35,661</u>	<u>\$2,585,294</u>	<u>\$ 7,032</u>	<u>\$15,749,563</u>	<u>\$18,377,550</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 29,513	\$ -	\$ -	\$ -	\$ 29,513
Contracts payable	-	-	-	823,938	823,938
Retainage payable	-	-	-	91,398	91,398
Landowner advance	6,000	-	-	-	6,000
Due to Landowner	-	46,952	-	620	47,572
Tax payable	147	-	-	-	147
Total liabilities	<u>35,660</u>	<u>46,952</u>	<u>-</u>	<u>915,956</u>	<u>998,568</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred receipts	10,749	-	-	-	10,749
Total deferred inflows of resources	<u>10,749</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,749</u>
Fund balances:					
Restricted for:					
Debt service	-	2,538,342	7,032	-	2,545,374
Capital projects	-	-	-	14,833,607	14,833,607
Unassigned	(10,748)	-	-	-	(10,748)
Total fund balances	<u>(10,748)</u>	<u>2,538,342</u>	<u>7,032</u>	<u>14,833,607</u>	<u>17,368,233</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 35,661</u>	<u>\$2,585,294</u>	<u>\$ 7,032</u>	<u>\$15,749,563</u>	<u>\$18,377,550</u>

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Landowner contribution	\$ 20,701	\$ 20,701	\$ 165,555	13%
Total revenues	<u>20,701</u>	<u>20,701</u>	<u>165,555</u>	13%
EXPENDITURES				
Professional & administrative				
Supervisors	-	-	6,459	0%
Management/accounting/recording	4,000	4,000	48,000	8%
Legal	-	-	25,000	0%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	83	83	1,000	8%
Debt service fund accounting	-	-	5,500	0%
Trustee*	-	-	5,500	0%
Telephone	16	16	200	8%
Postage	16	16	500	3%
Printing & binding	42	42	500	8%
Legal advertising	-	-	1,500	0%
Annual special district fee	175	175	175	100%
Insurance	5,200	5,200	5,500	95%
Contingencies/bank charges	-	-	500	0%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>9,532</u>	<u>9,532</u>	<u>109,249</u>	9%
Field operations (phase 1)				
Field management	-	-	1,000	0%
Combined lakes	-	-		N/A
Lake maintenance	-	-	7,749	0%
Lake bank mowing	-	-	11,343	0%
Lake bank erosion repair	-	-	2,000	0%
Control structure & outfall	-	-	5,000	0%
West mitigation node area	-	-		N/A
Wetland maintenance	-	-	14,214	0%
Wetland monitoring/ report	-	-	15,000	0%
Total field operations	<u>-</u>	<u>-</u>	<u>56,306</u>	0%
Total expenditures	<u>9,532</u>	<u>9,532</u>	<u>165,555</u>	6%
Excess/(deficiency) of revenues over/(under) expenditures	11,169	11,169	-	
Fund balances - beginning	(21,917)	(21,917)	-	
Fund balances - ending	<u>\$ (10,748)</u>	<u>\$ (10,748)</u>	<u>\$ -</u>	

*These items will be realized when bonds are issued

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023 A-1
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service		
Cost of issuance	<u>655,736</u>	<u>655,736</u>
Total debt service	<u>655,736</u>	<u>655,736</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (655,736)	 (655,736)
 OTHER FINANCING SOURCES/(USES)		
Bond proceeds	3,527,837	3,527,837
Original issue premium	<u>(286,807)</u>	<u>(286,807)</u>
Total other financing sources	<u>3,241,030</u>	<u>3,241,030</u>
 Net change in fund balances	 2,585,294	 2,585,294
 Fund balances - beginning	 <u>(46,952)</u>	 <u>(46,952)</u>
Fund balances - ending	<u><u>\$ 2,538,342</u></u>	<u><u>\$ 2,538,342</u></u>

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023 A-2
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service		
Cost of issuance	<u>45,639</u>	<u>45,639</u>
Total debt service	<u>45,639</u>	<u>45,639</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (45,639)	 (45,639)
 OTHER FINANCING SOURCES/(USES)		
Bond proceeds	55,000	55,000
Original issue premium	<u>(2,329)</u>	<u>(2,329)</u>
Total other financing sources	<u>52,671</u>	<u>52,671</u>
 Net change in fund balances	 7,032	 7,032
Fund balances - beginning	<u>-</u>	<u>-</u>
Fund balances - ending	<u>\$ 7,032</u>	<u>\$ 7,032</u>

**LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES		
Construction costs	<u>4,347,600</u>	<u>4,347,600</u>
Total expenditures	<u>4,347,600</u>	<u>4,347,600</u>
Excess/(deficiency) of revenues over/(under) expenditures	(4,347,600)	(4,347,600)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	<u>20,097,163</u>	<u>20,097,163</u>
Total other financing sources/(uses)	<u>20,097,163</u>	<u>20,097,163</u>
Net change in fund balances	15,749,563	15,749,563
Fund balances - beginning	<u>(915,956)</u>	<u>(915,956)</u>
Fund balances - ending	<u><u>\$ 14,833,607</u></u>	<u><u>\$ 14,833,607</u></u>