

LAKE FLORES

**COMMUNITY DEVELOPMENT
DISTRICT**

February 8, 2024

**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

February 1, 2024

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 February 8, 2024 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 Florida Permitting, Inc., Proposal Number 24-006 for West Mitigation Node
4. Consideration of Florida Permitting, Inc., Agreement for Wetland Mitigation and Maintenance Services
5. Ratification of Florida Permitting Invoices #10063 & #10104
6. Consideration of Resolution 2024-03, Designating a Date, Time, and Location for a Landowners' Meeting; Providing for Publication, Providing for an Effective Date
7. Consideration of Utility Relocation Services, LLC (URS) Proposals
 - A. Cortez Road West Scope
 - B. 75th West Scope
8. Acceptance of Unaudited Financial Statements as of December 31, 2023
9. Approval of Minutes
 - A. November 30, 2023 Special Meeting
 - B. December 12, 2023 RFP Evaluation Committee Meeting
 - C. December 12, 2023 Special Meeting
10. Update: Required Ethics Training and Disclosure Filing

ATTENDEES:

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

11. 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

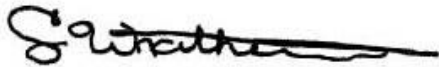
12. Board Members' Comments/Requests

13. Public Comments

14. 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

3

Florida Permitting, Inc.
5318 Bayshore Road - Suite A
Palmetto, FL 34221
941-721-9584



Lake Flores Community Development District

Proposal Number 24-006
Proposal Date 02/05/2024
Reference West Mitigation Node
(WMN)

Overview

At your request, we prepared a proposal of services and fees to perform additional wetland mitigation area maintenance for the West Mitigation Node (WMN) constructed at the Lake Flores project site. These additional activities include mowing and weed eating of the western perimeter of the WMN between Jan. 1, 2024 and Dec. 31, 2024. Our scope of services and compensation is provided below.

Scope of Work

Task 1.0: Additional Wetland Maintenance Activities

- 1.1 Coordinate Additional Mowing and Weed Eating events with project manager.
- 1.2 Mowing events will entail the use of a walk behind brush cutter which will trim vegetation up to 2” thick along the western perimeter of the WMN.
- 1.3 Weed eating will generally follow mow events and will string trim the upland edges of the WMN and western perimeter. Weed eating will also be performed along walking trail as necessary, both around the WMN and in the upland conservation area.

Pricing

Description	Rate	Qty	Line Total
Wetlands Maintenance Mitigation Area West Perimeter Mowing	\$730.00	1	\$730.00
Wetlands Maintenance Mitigation Area West Perimeter Weed Eating	\$1,300.00	1	\$1,300.00
	Subtotal		2,030.00
	Tax		0.00
	Proposal Total (USD)		\$2,030.00

Notes

*RATE IS PER EVENT

If additional maintenance events are necessary, they will be completed at the per event rate listed above. Also, if additional services such as mowing or planting are required, a separate proposal will be provided to the client for review

and approval.

Terms

AUTHORIZATION TO PROCEED

If you are in agreement with the above services and fees, please sign this proposal given our company authorization to proceed. If you have any questions or need additional information, please call our office.

Thank you for requesting our services on this important project.

Lake Flores Community Development District

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

4

**AGREEMENT BETWEEN LAKE FLORES COMMUNITY COMMUNITY
DEVELOPMENT DISTRICT AND FLORIDA PERMITTING, INC., FOR WETLAND
MITIGATION AND MAINTENANCE SERVICES**

THIS AGREEMENT is made and entered into this ____ day of _____ 2024, by and between:

Lake Flores Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in the Manatee County, Florida, and whose mailing address is c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W Boca Raton, Florida 33431 (“District”), and

Florida Permitting, Inc., a Florida corporation, with a mailing address of 5318 Bayshore Road, Suite A, Palmetto, Florida 34221 (“Contractor”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, Florida Statutes (the “Act”), and located in Manatee County, Florida; and

WHEREAS, the District owns, operates, and maintains certain wetlands and conservation property; and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide mitigation and maintenance services for the wetlands; and

WHEREAS, Contractor provides such services and desires to contract with the District to do so in accordance with the terms and specifications in this Agreement; and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

2. DESCRIPTION OF WORK AND SERVICES. Contractor agrees to furnish all necessary labor, materials, equipment, tools, expertise and supplies and perform all tasks necessary for the provision of wetland mitigation and maintenance services, as such services are detailed in **Composite Exhibit A** hereto, by this reference incorporated herein and forming a material part of this Agreement (the “Work”); provided, however, that if there are any conflicts

between the terms of **Composite Exhibit A** and the terms of this Agreement, the terms of this Agreement shall control. To the extent additional work is required beyond the Work as defined, supra, such additional work shall only be authorized pursuant to amendment of this Agreement or shall require additional agreement(s).

3. COMPENSATION AND TERM. In exchange for providing the Work, the District shall pay the Contractor **Thirty-One Thousand Three Hundred Twenty Dollars (\$31,320.00)** per year for the maintenance and treatment of the mitigation areas depicted in **Composite Exhibit A**. The Contractor agrees to provide invoices to the District, in writing, which shall describe the portion of the Work provided and the amount of time spent for such portion of the Work, and shall be delivered or mailed to the District by the eighth (8th) day of the next succeeding month after services are rendered pursuant to this Agreement. These invoices are due and payable within thirty (30) days of receipt by the District. Each invoice will include such supporting information as the District may reasonably require the Contractor to provide. The term of this Agreement shall commence on February 1, 2024 and expire on January 31, 2025, unless terminated earlier in accordance with the terms set forth herein.

4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

- A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.
- B. The Contractor agrees that the District shall not be liable for the payment of any work or services unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.
- C. The District Manager will initially act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret, and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.
 - (1) If requested by the District Manager, the Contractor agrees to meet with the District's representative no less than one (1) time per month to inspect the wetlands to discuss conditions, schedules, and items of concern regarding this Agreement.

D. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

5. INSURANCE.

A. The Contractor shall maintain throughout the term of this Agreement the following insurance:

(1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.

(2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:

(i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.

(3) Employer's Liability Coverage with limits of at least One Million Dollars (\$1,000,000) per accident or disease.

(4) Automobile Liability Insurance for bodily injuries in limits of not less than One Million Dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

B. The District, its staff, consultants, and supervisors shall be named as an additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverages, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

C. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

6. INDEMNIFICATION.

- A.** Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.
- B.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

7. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

8. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and

all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving notice of termination.

9. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either Party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

10. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

11. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

12. TERMINATION. The District agrees that the Contractor may terminate this Agreement with or without cause by providing sixty (60) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

13. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

14. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

15. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or

application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

16. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

17. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

18. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the District and the Contractor relating to the subject matter of this Agreement.

19. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.

20. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.

21. NOTICES. All notices, requests, consents, and other communications under this Agreement (“Notices”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to the District: Lake Flores Community Development District
c/o Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor: Florida Permitting, Inc.
5318 Bayshore Road, Suite A
Palmetto, Florida 34221
Attn: Hugh W. West

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

22. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.

23. CONTROLLING LAW. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida.

24. EFFECTIVE DATE. This Agreement shall be effective after execution by both the District and the Contractor and shall remain in effect until the services contemplated herein are complete, unless terminated by either of the District or the Contractor in accordance with the terms of this Agreement.

25. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Kristen Suit** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida*

Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (561) 571-0010, SUITK@WHHASSOCIATES.COM, OR 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431.

26. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

27. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

28. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

29. E-VERIFY REQUIREMENTS. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*.

If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating

that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

[CONTINUED ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties execute this agreement as of the day and year first written above.

Attest:

**LAKE FLORES
COMMUNITYCOMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Date: _____

Attest:

**FLORIDA PERMITTING, INC., a
Florida corporation**

Witness

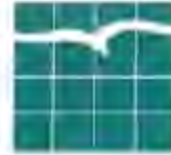
By: _____
Its: _____

Date: _____

Composite Exhibit A - Scope of Services and Maintenance Map

Composite Exhibit A

Florida Permitting, Inc.
 5318 Bayshore Road - Suite A
 Palmetto, FL 34221
 941-721-9584



Lake Flores Community Development District

Permit Number: 23076
 Planned Date: 12/11/2023
 Address: Wear Mitigation Node
 First Annual Monitoring
 and Report

Pricing

Item Description	Units	Qty	Unit Price	Total Price
Wetlands Maintenance				
Task 1				
1.1 Perform a general site inspection to identify any areas of concern within the wetlands or adjacent buffer areas.				
1.2 Conduct a total of 9 wetland maintenance events which will primarily target species such as prairie willow (<i>Louisiana</i> spp.), cordgrass (<i>Typha</i> spp.), torpedograss (<i>Panicum repens</i>), and carolina willow (<i>Sida caroliniana</i>), as well as any other nuisance/exotic species found in the wetlands.				
1.3 Conduct a total of 9 upland buffer maintenance events which will primarily target species such as prairie willow (<i>Louisiana</i> spp.), sand spire (<i>Cenchrus</i> spp.), torpedograss (<i>Panicum repens</i>), and johnson grass (<i>Sorghum halepense</i>), as well as any other nuisance/exotic species found in the uplands.				
1.4 This service does not include treatment of submerged weeds or fast growing species such as duckweed (<i>Lemna</i> spp.), watermeal (<i>Wolffia</i> spp.), or algae.				
1.5 Vegetation will be treated with aquatic herbicides and left to break down in place naturally.				
			Subtotal	\$1,320.00
			Tax	0.00
			GRAND TOTAL	\$1,320.00

Notes

If additional maintenance events are necessary, they will be completed at the per event rate listed above. If additional services such as mowing or planting are required, a separate proposal will be provided to the client for review and approval.

Terms

AUTHORIZATION TO PROCEED

If you are in agreement with the above services and fees, please sign this proposal given our company authorization to:

proposal. If you have any questions or need additional information, please call our office.
Thank you for requesting our services for this important project.

Lake Oswego Community Development District

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

5

Florida Permitting, Inc.
 5318 Bayshore Road - Suite A
 Palmetto, FL 34221
 941-721-9584



Lake Flores Community Development District

Invoice Number	10063
Date of Issue	11/08/2023
Due Date	12/08/2023
Reference	Lake Flores Development / Submerged Aquatic Veg Monitoring
<hr/>	
Amount Due (USD)	\$7,770.00

Description	Rate	Qty	Line Total
<p>Late Season SAV Field Data Collection 243-000-11 Late season event to take place approximately 60 days after the early season event and before September 30th.</p> <ul style="list-style-type: none"> • Obtain recent aerial photography including the six (6) monitoring sites and prepare prints of each survey area for use in the field. • Conduct a general reconnaissance, qualitative mapping survey at the six monitoring sites within a 200 foot radius from the permanent markers. Mapping will minimally include areas of barren sand, shell hash, rock, and estimated percent cover of submerged aquatic vegetation by species. • Take representative digital photographs of each monitoring site. • Record date and time of each mapping event along with observations of weather conditions and tidal stage. • Conduct a quantitative analysis by utilizing the line intercept method of vegetation analysis on three transects at each monitoring site. Each transect within a monitoring site will begin at the PVC marker and then follow a specific compass heading for a distance of approximately 200 feet. • Data collection will include recording the following: percent cover of vegetation species present along the transect, barren sand, shell hash and rock. • Observations will also be recorded regarding the extent and configuration of erosion, sediment deposition, macroalgae accumulations, excessive turbidity or other disturbances along each transect. 	\$7,770.00	1	\$7,770.00

- Water depths will be recorded at fifty-foot intervals along each transect.
-

Subtotal	7,770.00
Tax	0.00
<hr/>	
Total	7,770.00
Amount Paid	0.00
<hr/> <hr/>	
Amount Due (USD)	\$7,770.00

Terms

We accept check or ACH as payment. A service fee of 1% will be applied to all ACH payments over \$5,000.00.

“Account not paid within 30 days pass the due date on this invoice may be subject to a 1.5% monthly service charge”

Florida Permitting, Inc.
5318 Bayshore Road - Suite A
Palmetto, FL 34221
941-721-9584



Lake Flores Community Development District

Invoice Number 10104
Date of Issue 01/15/2024
Due Date 02/14/2024
Reference Lake Flores Development

Amount Due (USD) \$8,050.00

Description	Rate	Qty	Line Total
Report Preparation and Submittal (243-000-11) Analyze field data and begin preparation of SAV monitoring report for DS-2, DS-3, and the two reference sites.	\$8,050.00	1	\$8,050.00
<ul style="list-style-type: none">• Prepare a summary report to include all criteria detailed in the Approved Monitoring Plan and the USACE permit for the project.• Provide a draft monitoring report to team members for review and comment.• Edit and revise per team comments.• Submit SAV Monitoring report to the USACE and NMFS to comply with permit conditions.			
Subtotal			8,050.00
Tax			0.00
Total			8,050.00
Amount Paid			0.00
Amount Due (USD)			\$8,050.00

Terms

“Account not paid within 30 days pass the due date on this invoice may be subject to a 1.5% monthly service charge”

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Lake Flores Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Manatee County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the effective date of Manatee County Ordinance No. 22-04 creating the District (the "Ordinance") January 13, 2022; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board of Supervisors for the District on the first Tuesday in November, which shall be noticed pursuant to Section 190.006(2)(a), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. In accordance with section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect three (3) supervisors of the District, shall be held on the 5th day of November, 2024 at 1:00 p.m., at 8116 Cortez Road W., Bradenton, Florida 34210.

SECTION 2. The District's Secretary is hereby directed to publish notice of this landowners meeting in accordance with the requirements of Section 190.006(2)(a), *Florida Statutes*.

SECTION 3. Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election is hereby announced by the Board at its February 8, 2024 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the at the office of the District Manager, Wrathell, Hunt & Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 8TH DAY OF FEBRUARY, 2024.

ATTEST:

**LAKE FLORES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Lake Flores Community Development District (the "District") in Manatee County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting, there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 5, 2024
TIME: 1:00 p.m.
PLACE: 8116 Cortez Road W.
Bradenton, Florida 34210

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. At said meeting, each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (877) 276-0889, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager

Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **November 5, 2024**

TIME: **1:00 p.m.**

LOCATION: **8116 Cortez Road W.
Bradenton, Florida 34210**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT
MANATEE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 5, 2024**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Lake Flores Community Development District to be held at 1:00 p.m., on November 5, 2024, at 8116 Cortez Road W., Bradenton, Florida 34210, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the proxy holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT

**LAKE FLORES COMMUNITY DEVELOPMENT DISTRICT
MANATEE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 5, 2024**

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4)-year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2)-year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Lake Flores Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT	NAME OF CANDIDATE	NUMBER OF VOTES
3		
4		
5		

Date: _____

Signed: _____

Printed Name: _____

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

7A

Utility Relocation Service, LLC

This letter describes the consulting agreement between Utility Relocation Service, LLC (URS) LAKE FLORES CDD (Owner). Utility Relocation Service will provide assistance with all aspects of implementing the relocation of all existing dry utilities to make way for a new construction project, located in Bradenton, FL, known as LAKE FLORES - (Cortez Road West Scope)

URS's responsibilities will include but not be limited to managing the utility relocation process on right-of-way as follows:

1. Identify all utilities on or near the site.
2. Identify local engineers, DOT, and **Manatee County** (existing utilities)
 - a. Send identified engineers:
 - i. Project Scope Narrative (**SEE ATTACHED EXHIBIT A**)
 - ii. Site Plan
 - iii. Projected Timetables
3. Design Ticket
 - a. Call 811 to create design ticket
 - i. Land Lot
 - ii. Section
 - iii. Parcel
 - iv. Start date
 - v. Company information
 - b. Engineers are notified
 - c. URS receive list of existing utilities
4. Create preliminary existing utility layout
 - a. Determine if sonar locates are necessary
 - b. Work with Civil Engineer
5. Initiate or Confirm Large Project Ticket with 811 (If Applicable)
 - a. Renew ticket every 70 days
 - b. Request plans of facilities from stakeholders
 - c. Request field meetings
6. Large Project Meeting
 - a. Large Project Marking Form
 - b. Set date for Power Company Design completion
7. Request Designs from all utilities

- a. Distribute electrical design
 - b. Review possible conflicts with installation of wet utilities
 - c. Begin follow-ups with each affected utility on design & invoice
8. Analyze Designs & Costs
- a. Review for accuracy
 - b. Review for continuity w/ owner's plans
 - c. Identify potential cost savings
 - d. Review with owner

Add-on Services

1. Sonar Locates - APPROX \$1,600.00
2. Potholing - APPROX \$2,500.00
3. Execution of Relocations as Construction Manager - \$10,000.00
 - a. Confirm Completion of Relocations - INCLUDED with CM
 - b. Coordination & routing design of new utilities coming into project - INCLUDED with CM

Terms of Engagement

Owner agrees to compensate Utility Relocation Service LLC (URS) an amount not to exceed Twenty Thousand Dollars & Zero Cents (\$20,000.00) in two (2) progress payments based on the two (2) milestones of our work: Investigation and Design Coordination & Resolution. The first payment in the amount of Ten Thousand Dollars & Zero Cents (\$10,000.00) will be due at the signing of this agreement. The second payment in the amount of Ten Thousand Dollars & Zero Cents (\$10,000.00) will be due at the end of Finalized Designs and Costs from the providers.

URS will be solely responsible for any expenses it incurs with the exception of travel, lodging, and meal expenses when site meetings are required. Actual travel, lodging, and meal expenses will be billed simply as reimbursements to the developer.

URS understands that this Letter of Agreement can be terminated by either party at any time. Any termination may be delivered in writing by mail or email. Upon termination of this engagement, Owner has no obligation to pay fees on any remaining milestones of work for the project that have not yet commenced.

Utility Relocation Service accepts no liability of any kind for the decisions made by

Owner based on any information or advice provided by Utility Relocation Service, LLC .
Upon approval of this letter by an authorized Agent, Utility Relocation Service LLC will
be engaged and proceed with its responsibilities described herein.

This Letter is the entire Agreement between the two parties.

Chris M Sirmans
Partner
Utility Relocation Service, LLC

Approved By:

Title:

JAN 29, 2024

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

7B

Utility Relocation Service, LLC

This letter describes the consulting agreement between Utility Relocation Service, LLC (URS) LAKE FLORES CDD (Owner). Utility Relocation Service will provide assistance with all aspects of implementing the relocation of all existing dry utilities to make way for a new construction project, located in Bradenton, FL, known as LAKE FLORES - (75th Street West Scope)

URS's responsibilities will include but not be limited to managing the utility relocation process on right-of-way as follows:

1. Identify all utilities on or near the site.
2. Identify local engineers, DOT, and **Manatee County** (existing utilities)
 - a. Send identified engineers:
 - i. Project Scope Narrative (**SEE ATTACHED EXHIBIT A**)
 - ii. Site Plan
 - iii. Projected Timetables
3. Design Ticket
 - a. Call 811 to create design ticket
 - i. Land Lot
 - ii. Section
 - iii. Parcel
 - iv. Start date
 - v. Company information
 - b. Engineers are notified
 - c. URS receive list of existing utilities
4. Create preliminary existing utility layout
 - a. Determine if sonar locates are necessary
 - b. Work with Civil Engineer
5. Initiate or Confirm Large Project Ticket with 811 (If Applicable)
 - a. Renew ticket every 70 days
 - b. Request plans of facilities from stakeholders
 - c. Request field meetings
6. Large Project Meeting
 - a. Large Project Marking Form
 - b. Set date for Power Company Design completion
7. Request Designs from all utilities

- a. Distribute electrical design
 - b. Review possible conflicts with installation of wet utilities
 - c. Begin follow-ups with each affected utility on design & invoice
8. Analyze Designs & Costs
- a. Review for accuracy
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 - c. Identify potential cost savings
 - d. Review with owner

Add-on Services

1. Sonar Locates - APPROX \$1,600.00
2. Potholing - APPROX \$2,500.00
3. Execution of Relocations as Construction Manager - \$10,000.00
 - a. Confirm Completion of Relocations - INCLUDED with CM
 - b. Coordination & routing design of new utilities coming into project - INCLUDED with CM

Terms of Engagement

Owner agrees to compensate Utility Relocation Service LLC (URS) an amount not to exceed Twelve Thousand Dollars & Zero Cents (\$12,000.00) in two (2) progress payments based on the two (2) milestones of our work: Investigation and Design Coordination & Resolution. The first payment in the amount of Six Thousand Dollars & Zero Cents (\$6,000.00) will be due at the signing of this agreement. The second payment in the amount of Six Thousand Dollars & Zero Cents (\$6,000.00) will be due at the end of Finalize Designs and Costs.

URS will be solely responsible for any expenses it incurs with the exception of travel, lodging, and meal expenses when site meetings are required. Actual travel, lodging, and meal expenses will be billed simply as reimbursements to the developer.

URS understands that this Letter of Agreement can be terminated by either party at any time. Any termination may be delivered in writing by mail or email. Upon termination of this engagement, Owner has no obligation to pay fees on any remaining milestones of work for the project that have not yet commenced.

Utility Relocation Service accepts no liability of any kind for the decisions made by Owner based on any information or advice provided by Utility Relocation Service, LLC . Upon approval of this letter by an authorized Agent, Utility Relocation Service LLC will be engaged and proceed with its responsibilities described herein.

This Letter is the entire Agreement between the two parties.

Chris M Sirmans
Partner
Utility Relocation Service, LLC

Approved By:

Title:

JAN 29, 2024

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

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

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

	General Fund	Debt Service Fund Series 2023 A-1	Service Fund Series 2023 A-2	Capital Project Fund Series 2023 A-1	Total Governmental Funds
ASSETS					
Cash	\$ 4,492	\$ -	\$ -	\$ -	\$ 4,492
Investments					
Reserve	-	925,403	2,255	-	927,658
Capitalized interest	-	1,662,186	-	-	1,662,186
Construction	-	-	-	13,386,085	13,386,085
Cost of issuance	-	12,377	4,827	-	17,204
Undeposited funds	7,545	-	-	-	7,545
Due from Landowner	13,426	-	-	-	13,426
Total assets	<u>\$ 25,463</u>	<u>\$2,599,966</u>	<u>\$ 7,082</u>	<u>\$13,386,085</u>	<u>\$16,018,596</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 19,877	\$ -	\$ -	\$ -	\$ 19,877
Contracts payable	-	-	-	808,454	808,454
Retainage payable	-	-	-	234,000	234,000
Landowner advance	6,000	-	-	-	6,000
Due to Landowner	-	46,952	-	620	47,572
Tax payable	448	-	-	-	448
Total liabilities	<u>26,325</u>	<u>46,952</u>	<u>-</u>	<u>1,043,074</u>	<u>1,116,351</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred receipts	13,426	-	-	-	13,426
Total deferred inflows of resources	<u>13,426</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,426</u>
Fund balances:					
Restricted for:					
Debt service	-	2,553,014	7,082	-	2,560,096
Capital projects	-	-	-	12,343,011	12,343,011
Unassigned	(14,288)	-	-	-	(14,288)
Total fund balances	<u>(14,288)</u>	<u>2,553,014</u>	<u>7,082</u>	<u>12,343,011</u>	<u>14,888,819</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 25,463</u>	<u>\$2,599,966</u>	<u>\$ 7,082</u>	<u>\$13,386,085</u>	<u>\$16,018,596</u>

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

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ 4,674	\$ 9,008	\$ 165,555	5%
Total revenues	<u>4,674</u>	<u>9,008</u>	<u>165,555</u>	5%
EXPENDITURES				
Professional & administrative				
Supervisors	1,077	1,938	6,459	30%
Management/accounting/recording	4,000	12,000	48,000	25%
Legal	385	900	25,000	4%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	83	250	1,000	25%
Debt service fund accounting	-	-	5,500	0%
Trustee*	-	-	5,500	0%
Telephone	16	50	200	25%
Postage	53	88	500	18%
Printing & binding	42	125	500	25%
Legal advertising	-	-	1,500	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,200	5,500	95%
Contingencies/bank charges	-	-	500	0%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>5,656</u>	<u>20,726</u>	<u>109,249</u>	19%
Field operations (phase 1)				
Field management	-	-	1,000	0%
Combined lakes				
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				
Wetland maintenance	-	-	14,214	0%
Wetland monitoring/report	7,770	7,770	15,000	52%
Total field operations	<u>7,770</u>	<u>7,770</u>	<u>56,306</u>	14%
Total expenditures	<u>13,426</u>	<u>28,496</u>	<u>165,555</u>	17%
Excess/(deficiency) of revenues over/(under) expenditures	(8,752)	(19,488)	-	
Fund balances - beginning	(5,536)	5,200	-	
Fund balances - ending	<u>\$ (14,288)</u>	<u>\$ (14,288)</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 DECEMBER 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest	\$ 10,587	\$ 15,622
Total revenues	<u>10,587</u>	<u>15,622</u>
 EXPENDITURES		
Debt service		
Cost of issuance	<u>950</u>	<u>656,686</u>
Total debt service	<u>950</u>	<u>656,686</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 9,637	 (641,064)
 OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	3,527,837
Original issue premium	-	(286,807)
Total other financing sources	<u>-</u>	<u>3,241,030</u>
 Net change in fund balances	 9,637	 2,599,966
 Fund balances - beginning	 <u>2,543,377</u>	 <u>(46,952)</u>
Fund balances - ending	<u><u>\$ 2,553,014</u></u>	<u><u>\$ 2,553,014</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 DECEMBER 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest	\$ 28	\$ 50
Total revenues	<u>28</u>	<u>50</u>
EXPENDITURES		
Debt service		
Cost of issuance	-	45,639
Total debt service	<u>-</u>	<u>45,639</u>
Excess/(deficiency) of revenues over/(under) expenditures	28	(45,589)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	55,000
Original issue premium	-	(2,329)
Total other financing sources	<u>-</u>	<u>52,671</u>
Net change in fund balances	28	7,082
Fund balances - beginning	7,054	-
Fund balances - ending	<u>\$ 7,082</u>	<u>\$ 7,082</u>

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

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest	\$ 62,136	\$ 93,356
Total revenues	<u>62,136</u>	<u>93,356</u>
EXPENDITURES		
Construction costs	<u>2,010,553</u>	<u>6,929,701</u>
Total expenditures	<u>2,010,553</u>	<u>6,929,701</u>
Excess/(deficiency) of revenues over/(under) expenditures	(1,948,417)	(6,836,345)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	20,097,163
Total other financing sources/(uses)	<u>-</u>	<u>20,097,163</u>
Net change in fund balances	(1,948,417)	13,260,818
Fund balances - beginning	<u>14,291,428</u>	<u>(917,807)</u>
Fund balances - ending	<u><u>\$ 12,343,011</u></u>	<u><u>\$ 12,343,011</u></u>

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

A

DRAFT

**MINUTES OF MEETING
LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT**

1
2
3
4
5
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The Board of Supervisors of the Lake Flores Community Development District held a Special Meeting on November 30, 2023 at 11:00 a.m., at ZNS Engineering, 1023 Manatee Avenue West, 7th Floor, Bradenton, Florida 34205.

Present at the meeting were:

Gary Walker	Chair
David Brasher	Vice Chair
Reggie Tisdale	Assistant Secretary
Walter Preston	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jonathan Johnson (via telephone)	District Counsel
Jeb Mulock	District Engineer
Ed Hill	Developer Representative
Whiting Preston	Landowner

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:02 a.m.
Supervisors Walker, Brasher, Tisdale and Preston were present. Supervisor Parsons was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Approval of Lake Flores Outfall DS-3 RFP
Evaluation Criteria and Appointment of
Evaluation Committee**

The Evaluation Criteria Sheet was included for informational purposes.

40 Mr. Walker recalled earlier decision to appoint David Brasher, Reggie Tisdale and Karen
 41 Wilson as the Evaluation Committee members. He asked if the evaluation criteria point system
 42 is standard. Mr. Mulock replied affirmatively and stated it is typical for a project of this size and
 43 scope.

44

On MOTION by Mr. Tisdale and seconded by Mr. Walker, with all in favor, the Lake Flores Outfall DS-3 RFP Evaluation Criteria and Appointment of David Brasher, Reggie Tisdale and Karen Wilson as the Evaluation Committee members, was approved.

49

50

51 **FOURTH ORDER OF BUSINESS**

Discussion/Consideration: RFP Evaluation Committee Meeting and Special Board Meeting

52

53

54

55 Ms. Suit stated that both meetings will be held on the same day. The Committee will
 56 evaluate the bid responses and present its recommendation to the CDD Board at the Special
 57 meeting immediately following the Committee meeting. The Board will make the final decision
 58 about awarding the contract.

59 Discussion ensued about extending the bid response deadline to December 11, 2023,
 60 scheduling the meetings on December 12, 2023 and whether there will be sufficient time to
 61 review the bids.

62 Management will advertise the Evaluation Committee meeting on December 12, 2023
 63 at 1:00 p.m., at 8116 Cortez Road West, Bradenton, Florida 34210. The Special meeting will
 64 then commence immediately following the adjournment of the Evaluation Committee meeting.
 65 Supervisors Walker, Brasher and Tisdale confirmed their attendance and Supervisor Preston
 66 was unsure of his availability.

67

68 **FIFTH ORDER OF BUSINESS**

Ratification of Assignment of Construction Agreement & Acquisition of Completed Improvements (Lake Flores Phase 1B Mass Grading and Phase 1B-1 Infrastructure)

69

70

71

72

73 Mr. Tisdale asked why Exhibit A-2 reflects \$0.00 amounts. It was noted that the first
74 payout went directly to the CDD; the CDD will pay the contractor directly.

75

On MOTION by Mr. Tisdale and seconded by Mr. Walker, with all in favor, the Assignment of the Construction Agreement & Acquisition of Completed Improvements related to Lake Flores Phase 1B Mass Grading and Phase 1B-1 Infrastructure), was ratified.

80

81

82 **SIXTH ORDER OF BUSINESS**

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022, Prepared by Berger, Toombs, Elam, Gaines & Frank

83

84

85

86

87 Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30,
88 2022. It was a clean, unmodified audit. There were no findings, recommendations, deficiencies
89 on internal control or instances of non-compliance.

90 Mr. Walker referred to the \$12,012 “Due to developer” amount, on Page 9, and asked
91 for the details to be sent to him.

92

93 **SEVENTH ORDER OF BUSINESS**

Consideration of Resolution 2024-01, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022

94

95

96

97

On MOTION by Mr. Walker and seconded by Mr. Brasher, with all in favor, Resolution 2024-01, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022, was adopted.

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103 **EIGHTH ORDER OF BUSINESS**

Approval of Minutes

104

105 **A. September 14, 2023 Special Meeting**

106 **B. September 28, 2023 Special Meeting**

107

108 **On MOTION by Mr. Walker and seconded by Mr. Brasher, with all in favor, the**
109 **September 14, 2023 Special Meeting and the September 28, 2023 Special**
110 **Meeting Minutes, as presented, were approved.**

111

112

113 **NINTH ORDER OF BUSINESS**113 **NEXT MEETING DATE: December 12, 2023**

114

115 ○ **QUORUM CHECK**

116 The Evaluation Committee meeting will be on December 12, 2023 at 1:00 p.m., at 8116
117 Cortez Road West Bradenton, Florida 34210 and the Special Board meeting will commence
118 immediately following the adjournment of the Evaluation Committee meeting.

119

120 **TENTH ORDER OF BUSINESS**120 **Board Members' Comments/Requests**

121

122 Mr. Tisdale asked how the CDD can file a Notice of Commencement, for the contractor,
123 for the Outfall DS-3 Project, if the CDD does not own the property and only has a construction
124 easement. Mr. Johnson stated that the CDD does not file the Notice of Commencement; under
125 the contract, the contractor must file a bond with the County, per Florida Statue §255.05.

126 Mr. Tisdale asked if the western mitigation property was transferred to the CDD, since
127 Cardno, now Stantec, is completing punch list items before the maintenance contract expires
128 next week.

129 Discussion ensued regarding preparing documents to transfer the mitigation, combined
130 lake and the DS-2 property to the CDD; the sending of maintenance proposals to the CDD, as it
131 is already part of the Operations and Maintenance (O&M) budget and a contractor cleaning up
132 the hurricane-damaged conservation area next week.

133 Mr. Johnson asked for assurance that someone will send an addendum to the RFP to
134 clarify the bid response deadline. It was confirmed that there will be an addendum to the
135 schedule indicating that bids are due December 11, 2023, not December 5, 2023.

136

137 **ELEVENTH ORDER OF BUSINESS**137 **Public Comments**

138

139 No members of the public spoke.

140

141 TWELFTH ORDER OF BUSINESS

Adjournment

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144

On MOTION by Mr. Walker and seconded by Mr. Tisdale, with all in favor, the meeting adjourned at 11:32 a.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

B

DRAFT

**MINUTES OF MEETING
LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Lake Flores Community Development District held an RFP Evaluation Committee Meeting on December 12, 2023 at 1:00 p.m., at 9116 Cortez Road W., Bradenton, Florida 34210.

Present were:

Kristen Suit	District Manager
Jeb Mulock	District Engineer
Jonathan Johnson (via telephone)	District Engineer
Karen Wilson	Evaluation Committee Member
David Brasher	Evaluation Committee Member
Reggie Tisdale	Evaluation Committee Member
Ed Hill	Developer Representative

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:00 p.m. The attendees are listed above.

NOTE: NO OFFICIAL ACTION OF THE BOARD WILL BE TAKEN

Ms. Suit noted that no official action will be taken at this meeting. The Evaluation Committee will evaluate the responses to the RFP and present a recommendation to the CDD Board, who will then make the final decision at the Special meeting immediately following this meeting.

SECOND ORDER OF BUSINESS

**Evaluation of Lake Flores, Outfall DS-3
Project Proposal Packages**

- A. Affidavit of Publication**
- B. RFP Package**
- C. Respondents**

Ms. Wilson prepared and distributed documents to the Evaluation Committee Members, along with the District Engineer’s Costs Estimates, to aid in the evaluation process.

37 Ms. Wilson addressed Mr. Tisdale’s comments regarding the different responses for
 38 conditions, confirmed that the two respondents, E.T. MacKenzie of Florida, Inc. (ETM) and
 39 Frederick Derr & Company (FDC) will provide a signed and sealed design spec with steel and
 40 they will prepare a schedule, once the contract is awarded and executed.

41 Mr. Brasher stated that he met with both respondents and stated his opinion that the
 42 fact that the work area is confined might have driven the costs up.

43 Discussion ensued regarding the responses not including any value engineering
 44 proposals, ETM’s response did not include qualifications, possibility of additional costs if the
 45 plans change and the borrow pit. It was noted that the Temporary Construction Easement was
 46 recorded with the County.

47 The Evaluation Committee Members submitted individual criteria ranking forms for
 48 each respondent to Ms. Wilson to calculate the scores and ranking.

49 Ms. Wilson recapped the overall scores and ranking, as follows:

- 50 #1 E.T. MacKenzie of Florida, Inc. 93.75 points
- 51 #2 Frederick Derr & Company 93.11 points

52 Based on scoring, ETM was determined to be the recommended respondent.

53 Asked if the ETM data is just for Florida or firm wide, Ms. Wilson stated it is Florida data;
 54 ETM did not confirm if they do work for the Florida Department of Transportation (FDOT).

55 Ms. Suit had Mr. Johnson join the meeting, via telephone, to address a question about
 56 the evaluation process. Mr. Johnson confirmed that the CDD Board can rely on the Evaluation
 57 Committee’s process and accept the Committee’s scores and recommendations as its own.

58

59 **THIRD ORDER OF BUSINESS**

Adjournment

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61 The meeting adjourned at 1:38 p.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

C

DRAFT
MINUTES OF MEETING
LAKE FLORES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Lake Flores Community Development District held 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.

Present at the meeting were:

Gary Walker	Chair
David Brasher	Vice Chair
Reggie Tisdale	Assistant Secretary
Walter Preston	Assistant Secretary
Krystal Parson	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jonathan Johnson (via telephone)	District Counsel
Jeb Mulock	District Engineer
Karen Wilson	ZNS Engineering
Ed Hill	Developer Representative
Whiting Preston	Landowner

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:42 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Recommendation of RFP Evaluation Committee and Ranking of Proposals

Ms. Wilson discussed the Evaluation Committee's process She distributed documents related to the Request for Proposals (RFP) and recapped the Evaluation Committee's scores and ranking of each respondent in each category based on the evaluation criteria. She presented the Evaluation Committee's overall total scores and ranking, as follows:

42	#1	E.T. MacKenzie of Florida, Inc. (ETM)	93.75 points
43	#2	Frederick Derr & Company (FDC)	93.11 points

44 Regarding a comment that ETM has the capacity to do the work, Ms. Wilson voiced her
 45 opinion that both respondents are equally capable of completing the work. She noted that,
 46 ETM's bid is lower.

47 The Board discussed the price differences.

48 Ms. Suit discussed the Boards' options, including completing the Evaluation Criteria
 49 Matrix form individually or collectively or accepting the Evaluation Committees' scores, ranking
 50 and recommendation.

51

52 **On MOTION by Mr. Tisdale and seconded by Mr. Walker, with all in favor,**
 53 **accepting the Evaluation Committee's scores, ranking and recommendation as**
 54 **the Boards' scores and ranking, ranking E.T. MacKenzie of Florida, Inc. the #1**
 55 **ranked respondent to the RFP for the Lake Flores Outfall DS-3 Project, was**
 56 **approved.**

57

58

- 59 • **Authorization to Negotiate/Award of Contract**

60

61 **On MOTION by Mr. Walker and seconded by Mr. Brasher, with all in favor,**
 62 **awarding the contract to and authorizing Staff to negotiate the contract with**
 63 **E.T. MacKenzie of Florida, Inc., the #1 ranked respondent to the RFP for the**
 64 **Lake Flores Outfall DS-3 Project, was approved.**

65

66

67 **FOURTH ORDER OF BUSINESS**

**Ratification of Amwins Insurance
 Brokerage, LLC Binder and Egis Insurance
 and Risk Advisors Invoice**

68

69

70

71 Ms. Suit stated that she worked with the Chair to obtain the policy; the costs will be paid
 72 from the bond proceeds. Mr. Walker noted that the policy excludes coverage for wind, storm
 73 and terrorism.

74

75 **On MOTION by Mr. Walker and seconded by Mr. Tisdale, with all in favor, the**
 76 **Amwins Insurance Brokerage, LLC Binder and the Egis Insurance and Risk**
 77 **Advisors Invoice #20743, for the Builder Risk Policy, in a not-to-exceed amount**
 78 **of \$37,537.50, was ratified.**

79

80

81 **FIFTH ORDER OF BUSINESS**

Discussion: Fiscal Year 2024 Amended Budget

82
83
84 Ms. Suit stated that this action is not necessary since the remainder of the Phase 1
85 project is not being added at this point. The “Lake bank maintenance” budget and description
86 will be updated to include the neighboring community’s control and outfall structures.

87
88 **SIXTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial Statements as of October 31, 2023

89
90
91 Mr. Walker will research the \$46,952 Debt Service Fund Series 2023 A-1 “Due to
92 Landowner” amount, as he thought it would have been paid from the bond proceeds.

93
94 **On MOTION by Mr. Walker and seconded by Ms. Parsons, with all in favor, the**
95 **Unaudited Financial Statements as of October 31, 2023, were accepted.**

96
97
98 **SEVENTH ORDER OF BUSINESS**

NEXT MEETING DATE: TBD

- 99
100 ○ **QUORUM CHECK**

101
102 **EIGHTH ORDER OF BUSINESS**

Board Members’ Comments/Requests

103
104 Discussion ensued regarding the dry season, District Counsel providing direction for ETM
105 to submit a deductive Change Order since certain work will be done at a later date and the
106 Outfall DS-3 Project timeline, from mobilization on January 17, 2024 to January 23, 2024, to the
107 anticipated completion date of mid-April 2024.

108
109 **NINTH ORDER OF BUSINESS**

Public Comments

110
111 No members of the public spoke.

112
113 **TENTH ORDER OF BUSINESS**

Adjournment

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115
116 **On MOTION by Mr. Tisdale and seconded by Ms. Parsons, with all in favor, the**
117 **meeting adjourned at 1:59 p.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

LAKE FLORES

COMMUNITY DEVELOPMENT DISTRICT

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MEMORANDUM

To: Board of Supervisors
From: District Counsel
Date: January 1, 2024
Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics (“COE”) has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics’ (“COE”) website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: [Florida Commission on Ethics Training](https://ethics.state.fl.us/Training/Training.aspx).¹ Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ <https://ethics.state.fl.us/Training/Training.aspx>

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)

Click here: [Kinetic Ethics](#)

Business and Employment Conflicts and Post-Public-Service (56 minutes) Restriction

Click here: [Business and Employment Conflicts](#)

Gifts (50 minutes)

Click here: [Ethics Laws Governing Acceptance of Gifts](#)

Voting Conflicts - Local Officers (58 minutes)¹

Click here: [Voting Vertigo](#)

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: [Public Meeting and Public Records Law](#)

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: [4-Hour Ethics Course](#). This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: [Sunshine Law, Public Records and Ethics for Public Officers and Public Employees](#).

If you have any questions, please do not hesitate to contact me.