MINUTES OF MEETING
BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Buena Lago Community Development District held a Regular Meeting on April 20, 2023 at 10:30 a.m., or as soon thereafter the matter may be heard, at Johnston's Surveying, Inc., 900 Cross Prairie Parkway, Kissimmee, Florida 34744.

Present at the meeting:

Bill Fife	Vice Chair
Robyn Bronson	Assistant Secretary
Roger Van Auker	Assistant Secretary

Also present, were:

Daniel Rom	District Manager
Jere Earlywine (via telephone)	District Counsel
Rey Malave (via telephone)	District Engineer

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Rom called the meeting to order at 11:39 am. Supervisors Fife, Bronson and Van Auker were present. Supervisors Tyree and Wiggins were not present.

SECOND ORDER OF BUSINESS **Public Comments**

There were no public comments.

THIRD ORDER OF BUSINESS **Ratification of Engagement with Jere Earlywine at Kutak Rock LLP**

- **Consideration of Kutak Rock LLP, Retention and Fee Agreement**

On MOTION by Mr. Van Auker and seconded by Mr. Fife, with all in favor, engagement of Jere Earlywine/Kutak Rock LLP for District Counsel Services, was ratified, and the Kutak Rock LLP Retention and Fee Agreement, was ratified.

FOURTH ORDER OF BUSINESS **Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

A. Affidavit of Publication

B. RFQ Package

C. Respondent(s): Dewberry Engineers, Inc.

D. Competitive Selection Criteria/Ranking

E. Award of Contract

> **On MOTION by Mr. Van Auker and seconded by Ms. Bronson, with all in favor, determining that Dewberry Engineers, Inc.'s, response met the Request for Qualifications for Engineering Services criteria and ranking them the #1 ranked most responsive and qualified respondent and authorizing Staff to enter into negotiations for a formal contract with Dewberry Engineers, Inc., was approved.**

FIFTH ORDER OF BUSINESS **Consideration of Responses to Request for Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

C. Respondents:

I. Berger, Toombs, Elam, Gaines & Frank

The Berger, Toombs, Elam, Gaines & Frank (BTEGF) proposal is $3,850 for the first year, $4,050 for the second year and $1,200 for the first bond issuance and $800 for subsequent bond issuances.

II. Carr, Riggs & Ingram, LLC

The Carr, Riggs & Ingram, LLC (CRI) proposal is $6,000 plus $5,000 per bond issuance.

III. Grau & Associates

The Grau & Associates (Grau) proposal is $3,200 for the first year, $3,300 for the second year and $1,500 per bond issuance.

D. Auditor Evaluation Matrix/Ranking

The Board collectively scored each respondent in each category.

The scoring and rankings were as follows:

#1	Grau	100 points
#2	BTEGF	99 points
#3	CRI	98 points

E. Award of Contract

On MOTION by Ms. Bronson and seconded by Mr. Van Auker, with all in favor, accepting the District Manager's recommendation and ranking Grau & Associates as the #1 ranked respondent to the Request for Proposals for Annual Audit Services and awarding the Annual Audit Services contract to Grau and Associates, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Lake Pros, LLC Agreements**

Mr. Rom presented the following:

A. Lake Maintenance Services (2 Ponds)

On MOTION by Ms. Bronson and seconded by Mr. Van Auker, with all in favor, the Lake Pros, LLC Agreement for Lake Maintenance Services for two ponds, in the amount of $495 monthly, equating to $5,940 annually, and authorizing Staff to prepare a form of agreement and for the Chair or Vice Chair to execute, was approved.

B. Native Aquatic Planting

Discussion ensued regarding the expense and the scope of work.

The consensus was that the large expenditure might be justified due to the visibility of the area; the proposal can be reconsidered if the scope and frequency of the work is deemed excessive.

This item was deferred.

SEVENTH ORDER OF BUSINESS **Discussion: Fiscal Year 2024 Proposed Budget**

Mr. Rom presented the Fiscal Year 2024 proposed budget, which includes Mr. Mark Hills' updates. Costs have decreased significantly since last presented. This version would be presented at the May meeting.

EIGHTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 28, 2022**

Mr. Rom presented the Unaudited Financial Statements as of February 28, 2022.

On MOTION by Ms. Bronson and seconded by Mr. Fife, with all in favor, the Unaudited Financial Statements as of February 28, 2022, were accepted.

NINTH ORDER OF BUSINESS **Approval of November 17, 2022 Regular Meeting Minutes**

Mr. Rom presented the November 17, 2022 Regular Meeting Minutes.

On MOTION by Mr. Fife and seconded by Mr. Van Auker, with all in favor, the November 17, 2022 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

There was no report.

B. District Engineer: Dewberry Engineers Inc.

There was no report.

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

- **NEXT MEETING DATE: May 18, 2023 at 10:30 A.M.**
  - **QUORUM CHECK**

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

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS **Public Comments**

There were no public comments.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Bronson and seconded by Mr. Fife, with all in favor, the meeting adjourned at 11:59 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

____
Secretary/Assistant Secretary

____
Chair/Vice Chair