

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

May 18, 2023

BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Buena Lago 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

May 11, 2023

ATTENDEES:

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

Board of Supervisors
Buena Lago Community Development District

Dear Board Members:

The Board of Supervisors of the Buena Lago Community Development District will hold a Regular Meeting on May 18, 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. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2023-02, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
4. Consideration of Resolution 2023-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
5. Discussion: Field Operations Management
6. Acceptance of Unaudited Financial Statements as of March 31, 2023
7. Approval of April 20, 2023 Regular Meeting Minutes
8. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Dewberry Engineers, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - _____ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: June 15, 2023 at 10:30 AM

○ QUORUM CHECK

SEAT 1	CHRIS TYREE	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 2	BILL FIFE	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 3	JOHN WIGGINS	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 4	ROBYN BRONSON	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 5	ROGER VAN AUKE	☐	IN PERSON	☐	PHONE	☐	NO

9. Board Members' Comments/Requests

10. Public Comments

11. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 909-7930.

Sincerely,



Daniel Rom
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 528 064 2804

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

3

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BUENA LAGO COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors ("**Board**") of the Buena Lago Community Development District ("**District**") prior to June 15, 2023, the proposed operating budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

WHEREAS, the Board has considered the proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BUENA LAGO COMMUNITY DEVELOPMENT DISTRICT:

1. APPROVING PROPOSED BUDGET. The operating budget proposed by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. SETTING HEARING. The public hearing on the approved budget is hereby declared and set for the following date, hour and location:

DATE:	_____
HOUR:	_____
LOCATION:	Johnston's Surveying, Inc. 900 Cross Prairie Parkway Lane Kissimmee, Florida 34744

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the proposed budget to the local general purpose unit(s) of government at least sixty (60) days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two (2) days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least (forty-five) 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of May, 2023.

ATTEST:

**BUENA LAGO COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Budget

Exhibit A: Fiscal Year 2023/2024 Budget

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
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**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023				
	Adopted Budget FY 2023	Actual Through 3/30/2023	Projected Through 9/30/2023	Total Actual & Projected	Proposed Budget FY 2024
REVENUES					
Assessment levy: off-roll	\$ -	\$ -	\$ -	\$ -	\$ 166,640
Landowner contribution	250,990	37,315	89,487	126,802	-
Interest	-	-	-	-	-
Total revenues	<u>250,990</u>	<u>37,315</u>	<u>89,487</u>	<u>126,802</u>	<u>166,640</u>
EXPENDITURES					
Professional & administrative					
Management/accounting/recording	48,000	24,000	24,000	48,000	48,000
Legal	25,000	4,287	5,000	9,287	25,000
Engineering	2,000	-	2,000	2,000	2,000
Audit*	6,000	-	3,300	3,300	4,900
Arbitrage rebate calculation*	750	-	750	750	750
Dissemination agent*	1,000	500	500	1,000	2,000
Trustee*	5,500	-	5,500	5,500	11,000
Telephone	200	100	100	200	200
Postage	500	42	458	500	500
Printing & binding	500	250	250	500	500
Legal advertising	2,000	-	2,000	2,000	3,500
Annual special district fee	175	175	-	175	175
Insurance	5,500	5,000	500	5,500	6,050
Contingencies/bank charges	500	-	500	500	500
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	-	210	210	210
Total professional & administrative	<u>98,540</u>	<u>34,354</u>	<u>45,773</u>	<u>80,127</u>	<u>105,990</u>

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023				
	Adopted Budget FY 2023	Actual Through 3/30/2023	Projected Through 9/30/2023	Total Actual & Projected	Proposed Budget FY 2024
Field operations and maintenance					
Field operations manager	6,000	-	-	-	6,000
Landscaping contract labor	36,000	8,850	17,700	26,550	37,000
Insurance: property	5,000	-	5,000	5,000	7,000
Porter services	6,000	-	-	-	-
Backflow prevention test	150	-	150	150	150
Irrigation maintenance/repair	3,000	-	-	-	-
Plants, shrubs & mulch	10,000	-	-	-	-
Annuals	12,000	-	-	-	-
Tree trimming	2,500	-	2,500	2,500	2,500
Signage	2,500	-	2,500	2,500	2,500
General maintenance	4,000	-	4,000	4,000	1,000
Fence/wall repair	1,500	-	-	-	-
Sign fountains at front of community	6,000	-	-	-	-
Aquatic control - ponds	7,200	-	4,500	4,500	4,500
Pond fountain electric	7,200	-	-	-	-
Pond fountain maintenance	2,000	-	-	-	-
Electric:					
Irrigation	3,600	-	-	-	-
Street lights	24,000	-	-	-	-
Entrance signs	1,800	-	-	-	-
Water- irrigation	12,000	-	-	-	-
Total field operations	152,450	8,850	36,350	45,200	60,650
Total expenditures	250,990	43,204	82,123	125,327	166,640
Excess/(deficiency) of revenues over/(under) expenditures	-	(5,889)	7,364	1,475	-
Fund balance - beginning (unaudited)	-	(1,475)	(7,364)	(1,475)	-
Fund balance - ending (projected)					
Assigned					
Working capital	-	-	-	-	-
Unassigned	-	(7,364)	-	-	-
Fund balance - ending	\$ -	\$ (7,364)	\$ -	\$ -	\$ -

* These items will be realized when bonds are issued

** WHA will charge a reduced management fee of \$2,000 per month until bonds are issued.

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording	\$ 48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	25,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	2,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	4,900
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation*	750
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent*	2,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee	11,000
Annual fee for the service provided by trustee, paying agent and registrar.	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	500
Letterhead, envelopes, copies, agenda packages	
Legal advertising	3,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	6,050
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	500
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	705
Website ADA compliance	210

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Field operations and maintenance

Field operations manager	6,000
Landscaping contract labor	37,000
Insurance: property	7,000
Backflow prevention test	150
Tree trimming	2,500
Signage	2,500
General maintenance	1,000
Aquatic control - ponds	4,500
Total expenditures	<u><u>\$166,640</u></u>

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2022
FISCAL YEAR 2024**

	Fiscal Year 2023				
	Adopted Budget FY 2023	Actual Through 3/30/2023	Projected Through 9/30/2023	Total Actual & Projected	Proposed Budget FY 2024
REVENUES					
Special assessment: off-roll	\$ -	\$ 187,584	\$ 62,529	\$ 250,113	\$ 297,989
Interest	-	4,162	-	4,162	-
Lot closing	-	47,874	-	47,874	-
Total revenues	-	239,620	62,529	302,149	297,989
EXPENDITURES					
Debt service					
Principal	-	-	65,000	65,000	70,000
Interest	-	65,110	114,900	180,010	227,200
Total debt service	-	65,110	179,900	245,010	297,200
Other fees & charges					
Tax collector	-	405	-	405	-
Total other fees & charges	-	405	-	405	-
Total expenditures	-	65,515	179,900	245,415	297,200
Excess/(deficiency) of revenues over/(under) expenditures	-	174,105	(117,371)	56,734	789
Fund balance:					
Net increase/(decrease) in fund balance	-	174,105	(117,371)	56,734	789
Beginning fund balance (unaudited)	-	211,582	385,687	211,582	268,316
Ending fund balance (projected)	\$ -	\$ 385,687	\$ 268,316	\$ 268,316	269,105
Use of fund balance:					
Debt service reserve account balance (required)					(148,994)
Principal and Interest expense - November 1, 2024					(112,200)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 7,911</u>

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2022 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/22			65,110.00	65,110.00	4,420,000.00
05/01/23	65,000.00	4.000%	114,900.00	179,900.00	4,355,000.00
11/01/23			113,600.00	113,600.00	4,355,000.00
05/01/24	70,000.00	4.000%	113,600.00	183,600.00	4,285,000.00
11/01/24			112,200.00	112,200.00	4,285,000.00
05/01/25	75,000.00	4.000%	112,200.00	187,200.00	4,210,000.00
11/01/25			110,700.00	110,700.00	4,210,000.00
05/01/26	75,000.00	4.000%	110,700.00	185,700.00	4,135,000.00
11/01/26			109,200.00	109,200.00	4,135,000.00
05/01/27	80,000.00	4.000%	109,200.00	189,200.00	4,055,000.00
11/01/27			107,600.00	107,600.00	4,055,000.00
05/01/28	80,000.00	4.500%	107,600.00	187,600.00	3,975,000.00
11/01/28			105,800.00	105,800.00	3,975,000.00
05/01/29	85,000.00	4.500%	105,800.00	190,800.00	3,890,000.00
11/01/29			103,887.50	103,887.50	3,890,000.00
05/01/30	90,000.00	4.500%	103,887.50	193,887.50	3,800,000.00
11/01/30			101,862.50	101,862.50	3,800,000.00
05/01/31	95,000.00	4.500%	101,862.50	196,862.50	3,705,000.00
11/01/31			99,725.00	99,725.00	3,705,000.00
05/01/32	100,000.00	4.500%	99,725.00	199,725.00	3,605,000.00
11/01/32			97,475.00	97,475.00	3,605,000.00
05/01/33	105,000.00	5.250%	97,475.00	202,475.00	3,500,000.00
11/01/33			94,718.75	94,718.75	3,500,000.00
05/01/34	110,000.00	5.250%	94,718.75	204,718.75	3,390,000.00
11/01/34			91,831.25	91,831.25	3,390,000.00
05/01/35	115,000.00	5.250%	91,831.25	206,831.25	3,275,000.00
11/01/35			88,812.50	88,812.50	3,275,000.00
05/01/36	120,000.00	5.250%	88,812.50	208,812.50	3,155,000.00
11/01/36			85,662.50	85,662.50	3,155,000.00
05/01/37	130,000.00	5.250%	85,662.50	215,662.50	3,025,000.00
11/01/37			82,250.00	82,250.00	3,025,000.00
05/01/38	135,000.00	5.250%	82,250.00	217,250.00	2,890,000.00
11/01/38			78,706.25	78,706.25	2,890,000.00
05/01/39	140,000.00	5.250%	78,706.25	218,706.25	2,750,000.00
11/01/39			75,031.25	75,031.25	2,750,000.00
05/01/40	150,000.00	5.250%	75,031.25	225,031.25	2,600,000.00
11/01/40			71,093.75	71,093.75	2,600,000.00
05/01/41	160,000.00	5.250%	71,093.75	231,093.75	2,440,000.00
11/01/41			66,893.75	66,893.75	2,440,000.00
05/01/42	165,000.00	5.250%	66,893.75	231,893.75	2,275,000.00
11/01/42			62,562.50	62,562.50	2,275,000.00
05/01/43	175,000.00	5.500%	62,562.50	237,562.50	2,100,000.00
11/01/43			57,750.00	57,750.00	2,100,000.00
05/01/44	185,000.00	5.500%	57,750.00	242,750.00	1,915,000.00
11/01/44			52,662.50	52,662.50	1,915,000.00
05/01/45	195,000.00	5.500%	52,662.50	247,662.50	1,720,000.00
11/01/45			47,300.00	47,300.00	1,720,000.00
05/01/46	205,000.00	5.500%	47,300.00	252,300.00	1,515,000.00
11/01/46			41,662.50	41,662.50	1,515,000.00

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2022 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
05/01/47	220,000.00	5.500%	41,662.50	261,662.50	1,295,000.00
11/01/47			35,612.50	35,612.50	1,295,000.00
05/01/48	230,000.00	5.500%	35,612.50	265,612.50	1,065,000.00
11/01/48			29,287.50	29,287.50	1,065,000.00
05/01/49	245,000.00	5.500%	29,287.50	274,287.50	820,000.00
11/01/49			22,550.00	22,550.00	820,000.00
05/01/50	260,000.00	5.500%	22,550.00	282,550.00	560,000.00
11/01/50			15,400.00	15,400.00	560,000.00
05/01/51	270,000.00	5.500%	15,400.00	285,400.00	290,000.00
11/01/51			7,975.00	7,975.00	290,000.00
05/01/52	290,000.00	5.500%	7,975.00	297,975.00	-
Total	4,420,000.00		4,519,635.00	8,939,635.00	

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2024 ASSESSMENTS**

Off-Roll Assessments

<u>Product/Parcel</u>	<u>Units</u>	<u>FY 2024 O&M Assessment per Unit</u>	<u>FY 2024 DS Assessment per Unit</u>	<u>FY 2024 Total Assessment per Unit</u>	<u>FY 2023 Total Assessment per Unit</u>
TH	72	\$ 530.70	\$ 401.92	\$ 932.62	\$ 401.92
SF 50'	242	530.70	1,111.78	1,642.48	1,111.78
Total	314				

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2023-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND
LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE
DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Buena Lago Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2023/2024 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
BUENA LAGO COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2023/2024 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2023/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 18th day of May, 2023.

ATTEST:

**BUENA LAGO COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

BUENA LAGO COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Johnston's Surveying, Inc., 900 Cross Prairie Parkway, Kissimmee, Florida 34744</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 19, 2023	Regular Meeting	10:30 AM*
November 16, 2023	Regular Meeting	10:30 AM*
December 21, 2023	Regular Meeting	10:30 AM*
January 18, 2024	Regular Meeting	10:30 AM*
February 15, 2024	Regular Meeting	10:30 AM*
March 21, 2024	Regular Meeting	10:30 AM*
April 18, 2024	Regular Meeting	10:30 AM*
May 16, 2024	Regular Meeting	10:30 AM*
June 20, 2024	Regular Meeting	10:30 AM*
July 18, 2024	Regular Meeting	10:30 AM*
August 15, 2024	Regular Meeting	10:30 AM*
September 19, 2024	Regular Meeting	10:30 AM*
<i>*Meetings will commence at 10:30 a.m., or immediately following the adjournment of the Harmony West Community Development District meeting</i>		

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

**UNAUDITED
FINANCIAL
STATEMENTS**

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2023**

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023**

	General Fund	Debt Service Fund Series 2022	Capital Projects Fund Series 2022	Total Governmental Funds
ASSETS				
Cash	\$ 6,000	\$ -	\$ -	\$ 6,000
Investments				
Revenue	-	302,171	-	302,171
Reserve	-	148,994	-	148,994
Capitalized interest	-	374	-	374
Construction	-	-	1,386	1,386
Due from Landowner	9,044	-	-	9,044
Prepaid expense	1,680	-	-	1,680
Total assets	<u>\$ 16,724</u>	<u>\$ 451,539</u>	<u>\$ 1,386</u>	<u>\$ 469,649</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 9,044	\$ -	\$ -	\$ 9,044
Due to Landowner	-	1,030	-	1,030
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>15,044</u>	<u>1,030</u>	<u>-</u>	<u>16,074</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	9,044	2,294	-	11,338
Unearned revenue	-	62,528	-	62,528
Total deferred inflows of resources	<u>9,044</u>	<u>64,822</u>	<u>-</u>	<u>73,866</u>
Fund balances:				
Restricted				
Debt service	-	385,687	-	385,687
Capital projects	-	-	1,386	1,386
Unassigned	(7,364)	-	-	(7,364)
Total fund balances	<u>(7,364)</u>	<u>385,687</u>	<u>1,386</u>	<u>379,709</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 16,724</u>	<u>\$ 451,539</u>	<u>\$ 1,386</u>	<u>\$ 469,649</u>

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ 7,113	\$ 37,315	\$ 250,990	15%
Total revenues	<u>7,113</u>	<u>37,315</u>	<u>250,990</u>	15%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	24,000	48,000	50%
Legal	273	4,287	25,000	17%
Engineering	-	-	2,000	0%
Audit*	-	-	6,000	0%
Arbitrage rebate calculation*	-	-	750	0%
Dissemination agent*	83	500	1,000	50%
Trustee*	-	-	5,500	0%
Telephone	17	100	200	50%
Postage	-	42	500	8%
Printing & binding	42	250	500	50%
Legal advertising	-	-	2,000	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	-	500	0%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>4,415</u>	<u>34,354</u>	<u>98,540</u>	35%
Field operations and maintenance				
Field operations manager	-	-	6,000	
Landscape contract labor	2,950	8,850	36,000	
Insurance: property	-	-	5,000	
Porter services	-	-	6,000	
Backflow prevention test	-	-	150	
Irrigation maintenance/repair	-	-	3,000	
Plants, shrubs & mulch	-	-	10,000	
Annuals	-	-	12,000	
Tree trimming	-	-	2,500	
Signage	-	-	2,500	
General maintenance	-	-	4,000	
Fence/wall repair	-	-	1,500	
Sign fountains at front of community	-	-	6,000	
Aquatic controls - ponds	-	-	7,200	
Pond fountain electric	-	-	7,200	
Pond fountain mainenance	-	-	2,000	
Electric:				
Irrigation maintenance/repair	-	-	3,600	
Street lights	-	-	24,000	
Entrance signs	-	-	1,800	

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
Water - irrigation	-	-	12,000	
Total field operations	2,950	8,850	152,450	
 Total expenditures	 7,365	 43,204	 250,990	 17%
 Excess/(deficiency) of revenues over/(under) expenditures	 (252)	 (5,889)	 -	
 Fund balances - beginning	 (7,112)	 (1,475)	 -	
Fund balances - ending	<u>\$ (7,364)</u>	<u>\$ (7,364)</u>	<u>\$ -</u>	

*These items will be realized when bonds are issued.

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year To Date
REVENUES		
Special assessment: off-roll	\$ -	\$ 187,584
Interest	1,393	4,162
Lot closing	-	47,874
Total revenues	<u>1,393</u>	<u>239,620</u>
EXPENDITURES		
Interest	-	65,110
Total debt service	<u>-</u>	<u>65,110</u>
Other fees & charges		
Tax collector	-	405
Total other fees and charges	<u>-</u>	<u>405</u>
Total expenditures	<u>-</u>	<u>65,515</u>
Excess/(deficiency) of revenues over/(under) expenditures	1,393	174,105
Fund balances - beginning	384,294	211,582
Fund balances - ending	<u>\$ 385,687</u>	<u>\$ 385,687</u>

**BUENA LAGO
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 5	\$ 18
Total revenues	<u>5</u>	<u>18</u>
EXPENDITURES		
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	5	18
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	405
Total other financing sources/(uses)	<u>-</u>	<u>405</u>
Net change in fund balances	5	423
Fund balances - beginning	1,381	963
Fund balances - ending	<u>\$ 1,386</u>	<u>\$ 1,386</u>

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**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 Auken 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**

76 The Board collectively scored each respondent in each category.

77 The scoring and rankings were as follows:

78 #1 Grau 100 points

79 #2 BTEGF 99 points

80 #3 CRI 98 points

81 E. Award of Contract

82

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

88

89

90 SIXTH ORDER OF BUSINESS Consideration of Lake Pros, LLC
91 Agreements

92

93 Mr. Rom presented the following:

94 A. Lake Maintenance Services (2 Ponds)

95

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

101

102

103 B. Native Aquatic Planting

104 Discussion ensued regarding the expense and the scope of work.

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

108 This item was deferred.

109

110 SEVENTH ORDER OF BUSINESS Discussion: Fiscal Year 2024 Proposed
111 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.

148

149 **TWELFTH ORDER OF BUSINESS**

Public Comments

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151 There were no public comments.

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153 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

BUENA LAGO

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

BUENA LAGO COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE		
LOCATION		
<i>Johnston's Surveying, Inc., 900 Cross Prairie Parkway, Kissimmee, Florida 34744</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 20, 2022 CANCELED	Regular Meeting	10:30 AM*
November 17, 2022	Regular Meeting	10:30 AM*
December 15, 2022 CANCELED	Regular Meeting	10:30 AM*
January 19, 2023 CANCELED	Regular Meeting	10:30 AM*
February 16, 2023 CANCELED	Regular Meeting	10:30 AM*
March 16, 2023 CANCELED	Regular Meeting	10:30 AM*
April 20, 2023	Regular Meeting	10:30 AM*
May 18, 2023	Regular Meeting	10:30 AM*
June 15, 2023	Regular Meeting	10:30 AM*
July 20, 2023	Regular Meeting	10:30 AM*
August 17, 2023	Regular Meeting	10:30 AM*
September 21, 2023	Regular Meeting	10:30 AM*
*Meetings will commence at 10:30 a.m., or immediately following the adjournment of the Harmony West Community Development District		