

**MINUTES OF MEETING
TERRA LAGO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Terra Lago Community Development District held a Regular Meeting on June 12, 2023 at 1:00 p.m., at Indiantown Realty, 16654 S.W. Warfield Boulevard, Indiantown, Florida 34955.

Present at the meeting were:

Joshua Kellam	Chair
Thomas Kenny	Vice Chair
Kevin Powers	Assistant Secretary
David Powers	Assistant Secretary
Jason Dugan	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi (via telephone)	Wrathell, Hunt and Associates, LLC
Tucker Mackie (via telephone)	District Counsel
Ryan Dugan	Kutak Rock LLP
Melissa Corbett (via telephone)	Interim District Engineer
Taryn Kryzda	Member of the Public
Adam Carroll	The Garcia Companies

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 1:01 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

- **Consideration of Resolution 2023-35, 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**

This item, previously the Fifth Order of Business, was presented out of order.

Ms. Cerbone presented Resolution 2023-35.

On MOTION by Mr. Kevin Powers and seconded by Mr. Kenny, with all in favor, Resolution 2023-35, 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, was adopted.

▪ **Acceptance of Unaudited Financial Statements as of April 30, 2023**

This item, previously the Sixth Order of Business, was presented out of order.

Ms. Cerbone presented the Unaudited Financial Statements as of April 30, 2023.

On MOTION by Mr. Kenny and seconded by Mr. Kevin Powers, with all in favor, the Unaudited Financial Statements as of April 30, 2023, were accepted.

▪ **Approval of May 8, 2023 Public Hearing and Regular Meeting Minutes**

This item, previously the Seventh Order of Business, was presented out of order.

Ms. Cerbone presented the May 8, 2023 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Kellam and seconded by Mr. Kevin Powers, with all in favor, the May 8, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

THIRD 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): The MilCor Group, a Division of Haley Ward, Inc.

Ms. Cerbone noted that there was only one respondent to the RFQ; therefore, the Board can deem them the most responsive respondent and award the contract.

Ms. Corbett stated that “The MilCor Group, A Division of” has been dropped from the company name; the company name is now just “Haley Ward, Inc.” She needs to review her

contract and have it researched, as there might be a provision that prevents her from working with current Haley Ward, Inc., clients. She is unsure if the CDD has a contract with Haley Ward, Inc.

D. Competitive Selection Criteria/Ranking

E. Award of Contract

Discussion ensued regarding whether to score and rank the respondent, reject all responses, defer the award of contract and the desire to make sure that Ms. Corbett is the only Engineer working with the CDD.

On MOTION by Mr. Kellam and seconded by Mr. Kenny, with all in favor, deferring consideration of the response to the Request for Qualifications (RFQ) for Engineering Services, was approved.

FOURTH ORDER OF BUSINESS

Authorization of Request for Qualifications (RFQ) for Design-Build Services for Wastewater Treatment Plant

Ms. Cerbone presented the RFQ for Design-Build Services for the Wastewater Treatment Plant.

Ms. Mackie stated that this is a proposed Progressive Project Manual for Wastewater Treatment Plant and Collection System Improvements, including the RFQ. The goal today is to authorize Staff to advertise the RFQ and approve the Evaluation Criteria in the Project Manual; not the final form of the Project Manual. Ms. Corbett referred to the title on Page 18 and recommended deleting “and Collection System” from the title. Ms. Mackie stated that adjustment can be made, along with other minor changes, prior to advertising.

On MOTION by Mr. Kellam and seconded by Mr. Kenny, with all in favor, the Request for Qualifications (RFQ) for Design-Build Services for the Wastewater Treatment Plant, in substantial form and confirmation of the Evaluation/Ranking Criteria, and authorizing Staff to advertise, once finalized, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-35, 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

This item was presented following the Second Order of Business.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2023

This item was presented following the Second Order of Business.

SEVENTH ORDER OF BUSINESS

Approval of May 8, 2023 Public Hearing and Regular Meeting Minutes

This item was presented following the Second Order of Business.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Mackie stated that the edits to the RFQ will be incorporated and the RFQ will be circulated one more time to all parties, including the Attorney and Manager for the Village, for final feedback, prior to advertising it.

Mr. Ryan Dugan stated that the bond validation hearing last Friday went well.

B. District Engineer (Interim): The Milcor Group, A Division of Haley Ward, Inc.

There was nothing further to report.

- **Authorization of Request for Qualifications (RFQ) for Design-Build Services for Wastewater Collection System**

This item was an addition to the agenda.

Discussion ensued regarding preparation of an RFQ and Evaluation Criteria for the Wastewater Collection System Improvements.

On MOTION by Mr. Kenny and seconded by Mr. Kevin Powers, with all in favor, amending the agenda to add consideration of a Request for Qualifications (RFQ) for Design-Build Services for Wastewater Collection System Improvements, was approved.

On MOTION by Mr. Kellam and seconded by Mr. Kenny, with all in favor, the authorizing Staff to prepare and advertise a Request for Qualifications (RFQ) for Design-Build Services for the Wastewater Collection System Improvements, including the same ranking criteria as the RFQ for the Wastewater System Improvements, in substantial form, was approved.

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

- **NEXT MEETING DATE: July 10, 2023 at 1:00 PM**
 - **QUORUM CHECK**

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS

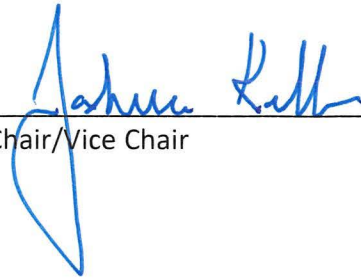
Adjournment

On MOTION by Mr. David Powers and seconded by Mr. Dugan, with all in favor, the meeting adjourned at 1:28 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair