



**RENAISSANCE COMMONS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
& PUBLIC HEARING  
MAY 17, 2023  
1:30 P.M.**

Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410

[www.renaissancecommonsddd.org](http://www.renaissancecommonsddd.org)

561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**RENAISSANCE COMMONS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Compson & Associates  
36 SE Third Street  
Boca Raton, FL. 33432  
**REGULAR BOARD MEETING & PUBLIC HEARING**  
May 17, 2023  
1:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. March 15, 2023 Regular Board Meeting.....Page 2
- G. Public Hearing
  - 1. Proof of Publication.....Page 5
  - 2. Receive Public Comments on Fiscal Year 2023/2024 Final Budget
  - 3. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Final Budget.....Page 6
- H. Old Business
- I. New Business
  - 1. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 13
  - 2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 15
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

# LOCALiQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune  
News Herald | The Palm Beach Post  
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

## PROOF OF PUBLICATION

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2501 BURNS RD  
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PALM BEACH GARDENS FL 334105207

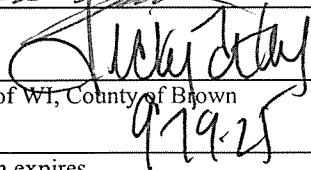
STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

10/07/2022

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### RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023  
REGULAR MEETING SCHEDULE  
NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Renaissance Commons Community Development District will hold Regular Meetings at 1:30 p.m. in a Conference Room of Compson & Associates, Inc., 36 SE Third Street, Boca Raton, Florida 33432, on the following dates:

- October 19, 2022
- November 16, 2022
- January 18, 2023
- March 15, 2023
- May 17, 2023
- July 19, 2023
- September 20, 2023

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law.

Copies of Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered of these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll free 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

RENAISSANCE COMMONS  
COMMUNITY DEVELOPMENT  
DISTRICT  
www.renaissancecommonsadd.org

**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
MARCH 15, 2023**

**A. CALL TO ORDER**

District Manager Michael McElligott called the March 15, 2023, Regular Board Meeting of the Renaissance Commons Community Development District to order at 1:30 p.m. in the Conference Room of Compson & Associates, 36 SE Third Street, Boca Raton, Florida 33432.

**B. PROOF OF PUBLICATION**

Mr. McElligott presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 7, 2022, as legally required.

**C. DECLARE VACANCY & SEAT BOARD MEMBERS**

Mr. McElligott explained that no one qualified for # 2 currently held by Shana Horvath as a holdover. Mr. McElligott explained that the Board can declare the Seat vacant and appoint a qualified person to that seat.

A **motion** was made by Sweeney, with a second from Ms. Sullivan, to declare seat # 2 vacant, and to appoint Mrs. Shana Horvath to fill that seat for a 4-year term. That **motion** passed **unanimously**.

**D. ADMINISTER OATH OF OFFICE A& REVIEW BOARD MEMBER RESPONSIBILITIES AND DUTIES**

Mr. McElligott administered the Oath of office to Mrs. Horvath and reviewed Board Member responsibilities and duties, including, but not limited to, the Sunshine laws.

**E ESTABLISH A QUORUM**

Mr. McElligott determined that the attendance of Supervisors Joseph Sweeney, Shana Horvath, and Caroline Sullivan constituted a quorum, and it was in order to proceed with the meeting.

Also present were District Managers Michael McElligott of Special District Services, Inc.; and District Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A

**F. ELECTION OF OFFICERS**

Mr. McElligott explained that it was in order to reorganize the Board after any Board Member election or appointment. Mr. McElligott stated that the current list of officers is as follows:

Chair: Mr. D'Angelo  
Vice Chair: Mr. Klepper  
Assistant Secretary: Mr. Sweeney  
Assistant Secretary: Mrs. Horvath

Assistant Secretary: Ms. Sullivan  
Treasurer: Mr. McElligott  
Secretary: Mr. McElligott

There was then a **motion** made by Ms. Sullivan, with a second by Mrs. Horvath, to keep the current slate of officers the same. That **motion** passed **3-0**.

#### **G. ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. McElligott noted that since both the Chair and Vice Chair were absent, it was in order to elect a Chair specifically for this meeting from the Board Members present.

There was a **motion** made by Ms. Sullivan, with a second from Mrs. Horvath, to elect Mr. Sweeney as Chair for this meeting. That **motion** passed **3-0**.

#### **H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

#### **I. APPROVAL OF MINUTES**

##### **1. October 19, 2022, Regular Board Meeting**

Mr. McElligott presented the minutes of the October 19, 2022, Regular Board Meeting. Without comment, Ms. Sullivan **moved** approval, seconded by Mrs. Horvath approving the minutes of the October 19, 2022, Regular Board Meeting, as presented. Upon being put to a vote, the **motion** carried **3 to 0**.

#### **J. OLD BUSINESS**

There was no Old Business.

#### **K. NEW BUSINESS**

##### **1. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget**

Mr. McElligott presented Resolution No. 2023-01, entitled:

##### **RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.**

Mr. McElligott presented the budget. After a brief discussion by the Board, Ms. Sullivan then made a **motion**, seconded by Mr. Sweeney, approving Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2022 Proposed Budget as presented and setting the Public Hearing for May 17, 2023, at 1:30 p.m. Upon being put to a vote, the **motion** carried **3 to 0**.

## **2. Consider Adjustment to District Counsel Fee Structure**

Mr. Cochran presented the letter in the meeting packet and explained that the attorney firm has not raised their rates since 2005. After a brief discussion by the Board, Ms. Sullivan then made a **motion**, seconded by Mr. Sweeney, approving the adjustment to District Counsel fee structure as presented. Upon being put to a vote, the **motion** carried **3 to 0**.

### **L. ADMINISTRATIVE MATTERS**

Mr. McElligott reminded the Board that we will meet again on May 17, 2023.

### **M. BOARD MEMBER COMMENTS**

There were no Board Member comments.

### **N. ADJOURNMENT**

There being no further business to come before the Board, Mr. Sweeney **moved** for adjournment at 1:42 p.m., Ms. Sullivan seconded, and the **motion** carried **3 to 0**.

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Secretary

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Chairperson

## Miscellaneous Notices

Published in The Palm Beach Post on April 27, 2023

### Location

Palm Beach County, Florida

### Notice Text

Notice of Public Hearing and Regular Board Meeting of the Renaissance Commons Community Development District

The Board of Supervisors of the Renaissance Commons Community Development District (the District ) will hold a Public Hearing and Regular Board Meeting on May 17, 2023, at 1:30 p.m., or as soon thereafter as can be heard, in a Conference Room at Compson & Associates, Inc. located at 36 SE Third Street, Boca Raton, Florida 33432. The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2023/2024 Proposed Final Budget of the District. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. A copy of the Budget and/or the Agenda may be obtained at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Regular Board Meeting and Public Hearing, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Renaissance Commons Community Development District  
[www.renaissancecommonsccd.org](http://www.renaissancecommonsccd.org)  
04/27/23 & 05/04/23

**RESOLUTION NO. 2023-02**

**A RESOLUTION OF THE RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2023/2024 BUDGET.**

**WHEREAS**, the Renaissance Commons Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

**WHEREAS**, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

**Section 2.** The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

**PASSED, ADOPTED and EFFECTIVE** this 17<sup>th</sup> day of May, 2023.

**ATTEST:**

**RENAISSANCE COMMONS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



Renaissance Commons  
Community Development District

**Final Budget For  
Fiscal Year 2023/2024  
October 1, 2023 - September 30, 2024**

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- I FINAL BUDGET
- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

**FINAL BUDGET**  
**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	<b>FISCAL YEAR 2023/2024 BUDGET</b>
<b>REVENUES</b>	
O&M Assessments	130,885
Debt Assessments	568,049
Other Revenues	0
Interest Income	240
<b>TOTAL REVENUES</b>	<b>\$ 699,174</b>
<b>EXPENDITURES</b>	
Supervisor Fees	3,000
Payroll Taxes - Employer	240
Engineering/Inspections	7,500
Management	33,432
Secretarial	4,200
Legal	9,500
Assessment Roll	5,500
Audit Fees	3,825
Arbitrage Rebate Fee	650
Insurance	6,600
Legal Advertisements	1,200
Miscellaneous	850
Postage	325
Office Supplies	425
Dues & Subscriptions	175
Trustee Fee	5,100
Website Management	2,000
Maintenance Reserve	38,750
<b>TOTAL EXPENDITURES</b>	<b>\$ 123,272</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 575,902</b>
Bond Payments	(533,966)
<b>BALANCE</b>	<b>\$ 41,936</b>
County Appraiser & Tax Collector Fee	(13,979)
Discounts For Early Payments	(27,957)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
<b>REVENUES</b>				
O&M Assessments	130,168	130,904	130,885	Expenditures Less Interest & Carryover Balance/.94
Debt Assessments	576,805	568,049	568,049	Bond Payment/.94
Other Revenues	0	0	0	
Interest Income	198	240	240	Projected At \$20 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 707,171</b>	<b>\$ 699,193</b>	<b>\$ 699,174</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	1,800	3,000	3,000	No Change From 2022/2023 Budget
Payroll Taxes - Employer	138	240	240	Projected At 8% Of Supervisor Fees
Engineering/Inspections	5,018	7,500	7,500	No Change From 2022/2023 Budget
Management	31,524	32,460	33,432	CPI Adjustment (Capped At 3%)
Secretarial	4,200	4,200	4,200	No Change From 2022/2023 Budget
Legal	6,817	9,500	9,500	No Change From 2022/2023 Budget
Assessment Roll	5,500	5,500	5,500	No Change From 2022/2023 Budget
Audit Fees	3,650	3,725	3,825	\$100 Increase From 2022/2023 Budget
Arbitrage Rebate Fee	650	650	650	No Change From 2022/2023 Budget
Insurance	5,706	6,065	6,600	Fiscal Year 2022/2023 Expenditure Was \$6,134
Legal Advertisements	856	1,300	1,200	\$100 Decrease From 2022/2023 Budget
Miscellaneous	534	900	850	\$50 Decrease From 2022/2023 Budget
Postage	103	325	325	No Change From 2022/2023 Budget
Office Supplies	251	450	425	\$50 Decrease From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2021/2022 Budget
Trustee Fee	4,784	5,300	5,100	\$200 Decrease From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2021/2022 Budget
Maintenance Reserve	2,765	40,000	38,750	Maintenance Reserve
<b>TOTAL EXPENDITURES</b>	<b>\$ 76,471</b>	<b>\$ 123,290</b>	<b>\$ 123,272</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 630,700</b>	<b>\$ 575,903</b>	<b>\$ 575,902</b>	
Bond Payments	(550,575)	(533,966)	(533,966)	2024 Principal & Interest Payments
<b>BALANCE</b>	<b>\$ 80,125</b>	<b>\$ 41,937</b>	<b>\$ 41,936</b>	
County Appraiser & Tax Collector Fee	(4,075)	(13,979)	(13,979)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(25,553)	(27,958)	(27,957)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 50,497</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 50,497</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE BUDGET**  
**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ANNUAL	BUDGET	BUDGET	COMMENTS
Interest Income	104	25	100	Projected Interest For 2023/2024
NAV Tax Collection	550,575	533,966	533,966	Yearly Maximum Debt Assessment
Prepaid Bond Collection	68,117	0	0	
<b>Total Revenues</b>	<b>\$ 618,796</b>	<b>\$ 533,991</b>	<b>\$ 534,066</b>	
<b>EXPENDITURES</b>				
Principal Payments - A-1	325,000	341,000	352,000	Principal Payment Due In 2024
Interest Payments - A-1	244,173	188,044	176,670	Interest Payments Due In 2024
Bond Redemption	2,340,000	4,947	5,396	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 2,909,173</b>	<b>\$ 533,991</b>	<b>\$ 534,066</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ (2,290,377)</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2017A-1 Bond Refunding Information**

Original Par Amount =	\$12,499,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.25%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	March 2017		
Maturity Date =	May 2036		

Par Amount As Of 1/1/23 = \$5,948,000

**Series 2017A-2 Bond Refunding Information**

Original Par Amount =	\$2,978,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.25%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	March 2017		
Maturity Date =	May 2036		

Par Amount As Of 1/1/23 = \$0 Series 2017A-2 Bond Paid Off In November 2018

**Renaissance Commons Community Development District  
Assessment Comparison**

Lot Type		Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
		2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
		Assessment	Assessment	Assessment	Assessment	Projected Assessment
		Before Discount*	Before Discount*	Before Discount*	Before Discount*	Before Discount*
Townhome	O & M	\$ 55.61	\$ 55.61	\$ 88.30	\$ 88.86	\$ 88.85
	Debt	\$ 818.20	\$ 801.84	\$ 793.82	\$ 791.77	\$ 791.77
	Sub-Total For Townhomes	\$ 873.81	\$ 857.45	\$ 882.12	\$ 880.63	\$ 880.62
3 Bedroom Condo	O & M	\$ 49.27	\$ 49.27	\$ 78.23	\$ 78.73	\$ 78.72
	Debt	\$ 724.93	\$ 710.53	\$ 703.42	\$ 701.60	\$ 701.60
	Sub-Total For 3 Bedroom Condos	\$ 774.20	\$ 759.80	\$ 781.65	\$ 780.33	\$ 780.32
2 Bedroom Condo	O & M	\$ 42.21	\$ 42.21	\$ 67.02	\$ 67.45	\$ 67.44
	Debt	\$ 621.02	\$ 608.59	\$ 602.50	\$ 600.94	\$ 600.94
	Sub-Total For 2 Bedroom Condos	\$ 663.23	\$ 650.80	\$ 669.52	\$ 668.39	\$ 668.38
1 Bedroom Condo	O & M	\$ 38.70	\$ 38.70	\$ 61.45	\$ 61.85	\$ 61.84
	Debt	\$ 569.48	\$ 558.08	\$ 552.50	\$ 551.07	\$ 551.07
	Sub-Total For 1 Bedroom Condos	\$ 608.18	\$ 596.78	\$ 613.95	\$ 612.92	\$ 612.91
Commercial	O & M	\$ 3,394.04	\$ 3,394.04	\$ 5,388.72	\$ 5,423.37	\$ 5,422.57
	Debt	\$ 49,938.20	\$ 48,934.52	\$ 48,445.18	\$ 48,319.58	\$ 48,319.58
	Sub-Total For Commercial	\$ 53,332.24	\$ 52,328.56	\$ 53,833.90	\$ 53,742.95	\$ 53,742.15
Retail	O & M	\$ 3,493.55	\$ 3,493.55	\$ 5,546.71	\$ 5,582.37	\$ 5,581.55
	Debt	\$ -	\$ -	\$ -	\$ -	\$ -
	Sub-Total For Retail	\$ 3,493.55	\$ 3,493.55	\$ 5,546.71	\$ 5,582.37	\$ 5,581.55

\* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Note: 908 Bond Prepayments As Of March 2023:

1 Bedroom Condos (233), 2 Bedroom Condos (530), 3 Bedroom Condos (145)

<u>Residential Units</u>		<u>Assessed For Debt</u>
Townhomes	310	310
3 Bedroom Condos	203	58
2 Bedroom Condos	805	275
1 Bedroom Condos	357	124
Total Residential Units	1,675	767

Commercial/Retail Square Footage

Commercial	175,385	175,385
Retail	180,527	0
Total Commercial/Retail Square Footage	355,912	175,385

**RESOLUTION NO. 2023-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the Renaissance Commons Community Development District ("District") to establish a regular meeting schedule for fiscal year 2023/2024; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The regular meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 17<sup>th</sup> day of May, 2023.

**ATTEST:**

**RENAISSANCE COMMONS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**RENAISSANCE COMMONS  
COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors of the Renaissance Commons Community Development District will hold Regular Meetings at 1:30 p.m. in a Conference Room of Compson & Associates, Inc., 36 SE Third Street, Boca Raton, Florida 33432, on the following dates:

**October 18, 2023  
November 15, 2023  
January 17, 2024  
March 13, 2024  
May 15, 2024  
July 17, 2024  
September 18, 2024**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll free 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT**

**[www.renaissancecommonsccd.org](http://www.renaissancecommonsccd.org)**

**PUBLISH: THE PALM BEACH POST 10/07/23**



**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2022/2023, 2023/2024 and 2024/2025  
With Two Year Option (2025/2026 and 2026/2027)  
Palm Beach County, Florida**

**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than August 23, 2023 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. REJECTION OF PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit two (2) copies of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Renaissance Commons Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

**RENAISSANCE COMMONS COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION  
EVALUATION CRITERIA**

**1. *Ability of Personnel (10 Points).***

(E.g., geographic locations of the firm’s headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer’s Experience (10 Points).***

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

**3. *Understanding of Scope of Work (10 Points).***

Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.

**4. *Ability to Furnish the Required Services (10 Points).***

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price (10 Points).***

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**SECTION 15. REJECTION OF ALL PROPOSALS.** The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.