

**MINUTES OF MEETING  
RANCHES AT LAKE MCLEOD  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Ranches at Lake McLeod Community Development District held a Public Hearing and Regular Meeting on April 6, 2022 at 1:30 p.m., at the Hampton Inn Bartow, 205 Old Bartow Eagle Lake Road, Bartow, Florida 33830.

**Present were:**

Adam Morgan	Chair
Rob Bonin	Vice Chair
Ashley Baksh	Assistant Secretary
David Waronker (via telephone)	Assistant Secretary

**Also present, were:**

Craig Wrathell	District Manager
Nika Hoisseni	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:34 p.m. Supervisors Baksh, Morgan and Bonin were present, in person. Supervisor Waronker was attending via telephone. Supervisor Schrotenboer was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Acceptance of Resignation from Don Schrotenboer (Seat 2); Term Expires November 2025**

Mr. Wrathell presented Mr. Schrotenboer's resignation from Seat 2.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the resignation of Mr. Don Schrotenboer, dated October 19, 2021, was accepted.**

**FOURTH ORDER OF BUSINESS**

**Consideration Appointment to Fill  
Unexpired Term of Seat 2**

Mr. Morgan nominated Mr. Brent Kewley to fill Seat 2.

No other nominations were made.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the appointment of Mr. Brent Kewley to Seat 2, term expires November 2025, was approved.**

**A. Administration of Oath of Office to Newly Appointed Supervisors (the following to be provided in a separate package)**

- I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- II. Membership, Obligations and Responsibilities**
- III. Financial Disclosure Forms**
  - a. Form 1: Statement of Financial Interests**
  - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - c. Form 1F: Final Statement of Financial Interests**
- IV. Form 8B: Memorandum of Voting Conflict**

Mr. Wrathell stated that, since Mr. Kewley is not present, the Oath of Office would be administered to him at a future meeting.

**B. Consideration of Resolution 2022-08, Removing and Designating Certain Officers of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2022-08. This Resolution removes Mr. Schrotenboer and designates other officers. Mr. Morgan nominated the existing slate of officers, as follows, with the addition of Mr. Kewley as an Assistant Secretary:

Chair

Adam Morgan

Vice Chair	Rob Bonin
Secretary	Craig Wrathell
Assistant Secretary	David Waronker
Assistant Secretary	Ashley Baksh
Assistant Secretary	Brent Kewley
Assistant Secretary	Cindy Cerbone
Assistant Secretary	Kristen Suit

No other nominations were made.

Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, Resolution 2022-08, Removing and Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

These items were addressed below.

- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**
- C. Master Engineer’s Report *(for informational purposes)***

Items A, B and C were included for informational purposes.

- D. Master Special Assessment Methodology Report *(for informational purposes)***

Mr. Wrathell gave a brief overview of the Master Special Assessment Methodology Report and the Appendix Tables, on Pages 14 through 17.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the Public Hearing was opened.**

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

No members of the public spoke.

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

Mr. Waronker asked if the bond will be over the entire property, including the land that has not yet closed under Lennar’s name. Mr. Wrathell stated the lien goes over everything but, until the bonds are issued, the lien will not be effectuated. Mr. Bonin stated the north and east portions of the property would be developed first, which aligns with what Lennar actually owns.

The Board met as the Equalizing Board. No changes were made.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the Public Hearing was closed.**

- E. **Consideration of Resolution 2022-09, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property in Assessment Area One Designated Hereby Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental**

**Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

Mr. Wrathell presented Resolution 2022-09 and read the title. He asked if Staff is purposely isolating the assessment lien only to the Lennar properties, as his understanding was that the 170 Public Hearing is over all the property within the CDD.

Ms. Hoisseni stated that the lien would be over the entire area.

Mr. Wrathell stated the Resolution will be amended as follows:

Title and elsewhere, as necessary: Change “in Assessment Area One” to “Within Boundaries of the District”

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, Resolution 2022-09, as amended, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Within Boundaries of the District Designated Hereby Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, as amended, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-10, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2022-10.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, Resolution 2022-10, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-11, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2022-11.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, Resolution 2022-11, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Stormwater Management Needs Analysis Proposal**

Mr. Wrathell recalled that Mr. Cornelison is retiring and asked to be replaced as District Engineer. Given that the CDD will not own any improvements by the June 30, 2022 due date for the Stormwater Needs Analysis Report, Staff will submit a letter explaining that the CDD does not own any improvements yet but the Report would be filed once improvements are constructed. A copy of the letter will be emailed to District Counsel prior transmission to the County.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

This item was deferred.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

This item was deferred.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of RFQ for Engineering Services**

Mr. Wrathell presented the Request for Qualifications (RFQ) for Engineering Services and the Competitive Selection Criteria.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the RFQ for Engineering Services and authorizing Staff to advertise, was approved.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Polk County Property Appraiser Contract Agreement**

Mr. Wrathell presented the Property Appraiser Contract Agreement.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the Polk County Property Appraiser Contract Agreement, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of February 28, 2022**

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

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

**FOURTEENTH ORDER OF BUSINESS**

**Approval of February 2, 2022 Special Meeting Minutes**

Mr. Wrathell presented the February 2, 2022 Special Meeting Minutes.

**On MOTION by Mr. Morgan and seconded by Ms. Baksh, with all in favor, the February 2, 2022 Special Meeting Minutes, as presented, were approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Cobb Cole***

There was no report.

**B. District Engineer: *Cornelison Engineering & Design, Inc.***

There was no report.

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

Mr. Wrathell reported the following:

- Staff would present a proposed budget prior to June 15, 2022.
- Mr. Wrathell conferred with Mr. Kessler regarding the timing of the bonds.
  - **NEXT MEETING DATE: TBD**
    - **QUORUM CHECK**

**The following items were additions to the agenda.**

▪ **Board Members' Comments/Requests**

There were no Board Member's comments or requests.

▪ **Public Comments**

There were no public comments.

▪ **Adjournment**

There being no nothing further to discuss, the meeting adjourned.

**On MOTION by Ms. Baksh and seconded by Mr. Morgan, with all in favor, the meeting adjourned at 2:00 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair