

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

The regular meeting of the Board of Supervisors of the Ranches at Lake McLeod Community Development District was held on Tuesday, **August 15, 2023** at 9:31 a.m. via Zoom and at the Lake Alfred Public Library, 245 N Seminole Ave., Lake Alfred Florida.

Present and constituting a quorum were:

Adam Morgan	Chair
Rob Bonin	Vice Chairman
Brent Kewley	Assistant Secretary
Nicole Henley	Assistant Secretary

Also present were:

Tricia Adams	GMS, District Manager
Jill Burns	GMS, District Manager
Mark Watts <i>by Zoom</i>	Cobb Cole, District Counsel
Nika Hosseini <i>by Zoom</i>	Cobb Cole, District Counsel
Rick Welch <i>by Zoom</i>	Connelly & Wicker, District Engineer
Allen Bailey	GMS, Field Services
Clayton Smith	GMS, Field Services

*The following is a summary of the discussions and actions taken at the August 15, 2023 Ranches at Lake McLeod Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order at 9:31 a.m. and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period on Agenda Items**

There were no members of the audience present and no public comments.

**THIRD ORDER OF BUSINESS Approval of Minutes of the June 13, 2023 Meeting**

Ms. Adams indicated that the draft minutes of the June 13, 2023 meeting were provided to the Board for input and comments. She noted the minutes were reviewed by staff. There were no changes to the minutes.



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Mr. Morgan commented there are no amenities expenditures in this budget and Ms. Adams noted that column has a zero. It is noted on the budget, but there is no expenditure line item. There is no plan to have the CDD construct or maintain any amenities.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2023-10 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds, was approved.

**B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments**

**i. Consideration of Resolution 2023-11 Imposing Special Assessments and Certifying an Assessment Roll**

Ms. Adams presented the resolution and noted this will fund the budget with the assessments as reviewed.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 203-11 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

**FIFTH ORDER OF BUSI2NESS**

**Consideration of Resolution 2023-12 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024**

Ms. Adams stated this resolution proposed the meeting schedule for the next fiscal year which starts in October and ends in September. She proposed the District continue to meet monthly on the second Tuesday of each month at 10:00 a.m. in the same location. She added the Chairperson always has the discretion to cancel meeting if there is a lack of agenda items.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Resolution 2023-12 Designation of a Regular Monthly Meeting on the 2<sup>nd</sup> Tuesday of the Month at 10:00 a.m. in the Same Location for Fiscal Year 2024, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-13 Designating a Date, Time and Location for a Landowners’ Meeting and Election**

Ms. Adams presented Resolution 2023-13 for the Landowners’ meeting and election. She noted this is a required meeting and she proposed November 7, 2023 at the Holiday Inn in

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Winter Haven. Ms. Burns noted that only one representative from the Board is needed for this meeting.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2023-13 Designating a Date, Time and Location for a Landowners' Meeting and Election for Tuesday, November 7, 2023 at the Holiday Inn in Winter Haven, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02 Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date (deferred from April 4, 2023 Board of Supervisors meeting)**

Ms. Adams stated this item deferred from the April 4, 2023 Board meeting. This item was deferred again to a future meeting agenda.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Watts stated there was nothing further to report.

Mr. Morgan asked if they were on track with conveyances. Mr. Watts stated they were on track.

Mr. Bonin asked if they were ready to convey permit transfers from Lennar to the CDD. He replied they are ready to do that and will include in the documentation. It was also asked if they had prepared the certification for the District for improvements on the north. Mr. Watts replied there was some flood compensation to be done with 10 lots that just started construction.

**B. Engineer**

Mr. Welch stated he had nothing further to report.

**C. Field Manager's Report**

Mr. Smith noted Mr. Allen Bailey will be the on-site guy for overseeing field services, including site visits, coordination of vendors, and overseeing the contracts. He reviewed the latest progress for mowing and maintaining property. Discussion ensued on landscaping installation and buffers.

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**i. Presentation of Proposals for Landscaping Maintenance Services** *(to be provided under separate cover)*

Mr. Smith presented the landscaping maintenance services proposals. He noted this is for Landscape and aquatic vendor. He noted the reference sheet for three landscape vendors to include Frank Polly, Weber, and Prince & Sons.

Mr. Smith stated the scopes are very similar and the lowest vendor was Prince by \$20,000. Frank Polly came in at \$80,880, Weber at \$76,321, and Prince at \$59,544. This included disking in the pricing. Discussion ensued on each company and installation and maintenance. Mr. Bonin stated he would like to interview the three vendors and go in detail with each. Ms. Adams explained the process and options for the interview and decision making.

After discussion the Board decide that Mr. Bonin would interview and make the decision as to who will be selected and have the authorize Counsel to draft an agreement.

On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, to Delegate Authority to Supervisor Bonin to Interview and Select a Landscaper and to Authorize Counsel to Draft an Agreement, was approved.

**ii. Aquatics**

Mr. Smith stated there were three vendors to include Sitex X, Lake Doctors, and Aquatic Weed Management. He gave them the opportunity to bid on disking if they had that capability. He recommended for maintaining the wet pond area to go with Aquatic Weed Management. He had worked with them and do provide disking. They will leave disking with landscaping. Mr. Morgan asked about the cleaning of the entranceway. Discussion ensued on cleaning, dirt, sodding, and maintenance of the area.

On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, Selecting Aquatic Weed Management, was approved.

**D. District Manager**

**i. Presentation of Funding Requests #23 and #24**

Ms. Adams presented funding requests #23 and #24. She noted these are for professional services and utilities and advertising for the District.

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On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Funding Request #23 and #24, were ratified.

**ii. Appointing the Board as the Audit Committee**

Ms. Adams stated the Audit Committee meeting will be held immediately following the Board Meeting for the audit for the fiscal year ending September 2023. She noted the Board needed to appoint a committee and typically the Board will appoint themselves. The Board was elected to serve as the Audit Committee.

On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, To Appoint the Board as the Audit Committee, was approved.

**iii. Balance Sheet and Income Statement**

Ms. Adams stated the balance sheet and income statement provided. No Board action is required.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Ms. Adams asked for Supervisors requests. There were no comments from the Board.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary / Assistant Secretary

DocuSigned by:  
*Adam Morgan*  
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Chairman