

**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, **May 14, 2024** at 10:00 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	Chairman
Rob Bonin	Vice Chairman
Brent Kewley	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Rick Welch <i>by Zoom</i>	District Engineer, Connelly & Wicker
Nika Hosseini <i>by Zoom</i>	District Counsel, Cobb Cole
Allen Bailey	Field Services, GMS
Kayla Word	Lennar
Michelle Dudley	Lennar

The following is a summary of the discussions and actions taken at the May 14, 2024 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 10:12 a.m. and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period on Agenda Items

There were no members of the public present in the audience and no members in attendance via Zoom.

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THIRD ORDER OF BUSINESS

Organizational Matters

- A. Acceptance of Letter of Resignation from Pat Quaranta** *(to be provided under separate cover)*
- B. Appointment to Fill Board Seat #1**
- C. Administration of Oath to Newly Appointed Supervisor**
- D. Consideration of Resolution 2024-04 Appointing an Assistant Secretary**

Ms. Adams stated they have yet to receive a letter of resignation from Pat Quaranta. They have received verbal confirmation that he has resigned, and staff has reached out multiple times and have not received any correspondence in return. Mr. Morgan noted that he will petition the governor in order to have him removed from all CDD Boards. This item will be deferred until further notice.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 13, 2024 Board of Supervisors Meeting

Ms. Adams presented the minutes from the February 13, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes and there was a motion of approval.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Minutes of the February 13, 2024 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-05 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: August 13, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Adams presented the resolution and suggested the date for the public hearing to be August 13, 2024 which is the regularly scheduled meeting in August. Ms. Adams summarized the budget for the Board which was provided in the agenda package. The total number of assessable units for this project is 1,055 units and the anticipated number of units that will be ready for the District to maintain in the upcoming fiscal year has been confirmed by the project manager. She went over administrative and field management expenses for the Fiscal Year and a capital reserve transfer. She highlighted the gross assessment amount per unit at \$553.89 and net

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amount at \$515.12. She is suggesting a notice to be sent to property owners with the proposed budget showing an increase of capital reserves in order to get the gross assessment per unit to \$947.78 for noticing proposes but when it comes to the actual budget adoption they anticipate lowering the assessment amount.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-05 Approving the Proposed Fiscal Year 22024/2025 Budget (Suggested Date: August 13, 2024) and Setting the Public Hearing on the Adoption of Fiscal Year 2024/2025 Budget, was approved as amended.

SIXTH ORDER OF BUSINESS

Ratification of Audit Services Engagement Letter with Carr, Riggs & Ingram for Fiscal Year 2023 Audit

Ms. Adams stated the fee imposed for these services is \$4,000 and this is a time sensitive matter as the audit is due by June 30th each calendar year. Because of the time sensitivity, this item has already been approved and engaged by staff and they are just looking for a motion to ratify that action.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Audit Services Engagement Letter with Carr, Riggs & Ingram for Fiscal Year 2023 Audit, was ratified.

SEVENTH ORDER OF BUSINESS

Appointment of Audit Committee

Ms. Adams suggested that the Board of Supervisors appoint themselves as the audit committee and asked for a motion to approve that decision.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Appointment of Audit Committee was approved, was approved.

EIGHTH ORDER OF BUISNESS

Staff Reports

A. Attorney

Ms. Hosseini had nothing further for the Board.

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B. Engineer

Mr. Welch stated that there was nothing new for the Board but offered to answer any questions. There being none, the next item followed.

C. Field Manager's Report

Mr. Bailey presented the field manager's report and summarized it for the Board. The Board discussed getting the well up and operational as soon as possible and they would like staff to keep close attention to it. Mr. Bailey answered a few questions for the Board. He will also bring back quotes for dog waste stations and quotes for the emptying of those.

i. Consideration of Landscape Maintenance Services Addendum from Frank Polly Sod & Landscape to Add East Phase to Landscape Contract

Mr. Bailey presented an addendum to for Frank Polly to bring on the whole territory at \$4,500 per month and he provided a map for that included area.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Landscape Maintenance Services Addendum from Frank Polly Sod & Landscape Contract, was approved.

D. District Manager

i. Approval of Check Register

Ms. Adams presented the check register which is included in the agenda package for review. The total is \$52,075.47 from October 1, 2023 through December 5, 2023. She offered to answer any questions for the Board. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Check Register totaling \$52,075.47, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams stated the financial statements are included in the agenda package for review. No action is required from the Board and this item is for informational purposes.

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iii. Presentation of Number of Registered Voters – 82

Ms. Adams stated that they are required to report the number of registered voters withing the District as of April 15, 2024. That number is 82.

E. Project Development Update

i. Status of Property Conveyance

a) Discussion Regarding Open Space Conveyance

ii. Status of Permit Transfers

Ms. Hosseini noted that they have certification and completion document that she believes is good enough to convey. They will draft a deed of dedication for two open space tracts and that paperwork is in process.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Adams asked for a motion to adjourn the meeting.

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

Jill Burns

Secretary / Assistant Secretary

DocuSigned by:

Adam Morgan

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Chairman / Vice Chairman