

**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 13, 2024** at 10:00 a.m. at the Lake Alfred Public Library, 245 N Seminole Ave., Lake Alfred Florida.

Present and constituting a quorum were:

Adam Morgan	Chairman
Brent Kewley	Vice Chairman
Rob Bonin	Assistant Secretary
Michelle Dudley	Appointed as Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Jill Burns	District Manager, GMS
Matt Watts <i>by Zoom</i>	District Counsel, Cobb Cole
Rick Welch <i>by Zoom (no audio)</i>	District Engineer, Connelly & Wicker
Allen Bailey	Field Services Manager, GMS

The following is a summary of the discussions and actions taken at the August 13, 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 and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted there were no members of the public present. Members of the public attending on Zoom who would like to make a comment were asked to raise their hand. There were no public comments.

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THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Letter of Resignation from Nicole Henley

Ms. Adams asked for acceptance of the letter of resignation from Nicole Henley.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Accepting the Letter of Resignation from Nicole Henley, was approved.

B. Appointment to Fill Board Seat #3

Ms. Adams noted this is a landowner elected seat and is scheduled to expire in November 2025. She asked for a motion to make an appointment to seat #3. Mr. Morgan made a motion to appoint Michelle Dudley to seat #3.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Appointment of Michelle Dudley to Seat #3, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Adams, a duly authorized Florida notary, administered the oath of office to Michelle Dudley.

D. Consideration of Resolution 2024-04 Appointing an Assistant Secretary

Ms. Adams noted the Board can appoint Supervisor Dudley as an Assistant Secretary and keep the remaining officers the same unless the Board prefers to reorganize officers. Mr. Morgan advised the Board would like to keep it the same.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-04 Michelle Dudley Appointed as Assistant Secretary and Remaining Officers the Same, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 14, 2024 Board of Supervisors Meeting & Audit Committee Meeting

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Ms. Adams presented the minutes from the May 14, 2024 Board of Supervisors & Audit Committee meetings and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Minutes of the May 14, 2024 Board of Supervisors & Audit Committee Meetings, were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award

Ms. Adams noted prior to today’s Board meeting, the Audit Committee met and ranked Grau & Associates as the #1 proposal for audit services, continuing 5 years. Board acceptance of the rankings will authorize staff to send notice of intent to award to Grau & Associates.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award to Grau & Associates, was approved.

SIXTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Adams noted today there are two public hearings, one to adopt FY2025 budget and one to impose the special assessments and certify the tax roll. She asked for a motion to open both public hearings.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Opening the Public Hearings, was approved.

i. Consideration of Resolution 2024-06 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds

Ms. Adams noted in the agenda packet is Resolution 2024-06 adopting the FY2025 budget. This resolution memorializes that the Board previously met, approved the proposed budget and set today’s date and time as your public hearing. The public hearing has been noticed in accordance with Florida Statues. It also memorializes that the budget has been provided to the

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local government as well as posted on the District’s website. The Board approved a higher O&M amount in order to notice the new phase. That amount has been brought down for consideration of the Board today. On roll assessments are proposed at \$623,453 and proposing direct collection of unplatted land for administration costs only at \$13,441. There are 1,055 units. The gross per unit assessment is proposed to be \$635.43. The actuals have been updated through the end of June and there have been no other substantive changes to the budget other than reducing the overall assessment level by reducing the contribution to the reserves. She asked for a motion to adopt Resolution 2024-06.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-06 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

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

i. Consideration of Resolution 2024-07 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Adams noted the Board has adopted the budget that needs to be funded. The proposed way to fund the budget is with the special assessments on the tax roll. Resolution 2024-07 authorizes imposition of special assessments for the maintenance fees and also authorizes collection of the debt service fees.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-07 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Ms. Adams asked for a motion to close the public hearing.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Closing the Public Hearings, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-08 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025

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Ms. Adams proposed the Board continue to meet the second Tuesday of each month at 10:00 a.m. at Lake Alfred Public Library. The meeting schedule is on page 144 of the agenda package.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-08 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of the Adoption of Goals and Objectives for the District

Ms. Adams updated the Board on a new Florida law requiring CDDs to adopt District goals and objectives by October 1, 2024. The proposed form of the adoption of the goals & objectives meets the new law, and the form can also be used for the reporting requirement in December 2025.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Adoption of Goals and Objectives for the District, was approved.

NINTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Adams stated this audit report was provided by Carr, Riggs & Ingram and starts on page 154 of the agenda. There is a letter to the Supervisors reporting the Districts financial records are in accordance with the Florida Audit General. It is a clean audit. Ms. Dudley asked what the deferred inflow of resources is and deferred revenue on page 5 of the audit. Ms. Adams will look back at the fiscal year and see where that was accounted for and email Michelle.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Acceptance of the Fiscal Year 2023 Audit Report, was approved.

TENTH ORDER OF BUSINESS

Consideration of Draft Disclosure of Public Financing Document

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Ms. Adams noted this is in reference to the bonds that were issued for Series 2023. It is a legal document that is required to be recorded with the county so any property owners would be informed of the bond financing. This document has been drafted and the legal description for the property needs to be inserted then it will be sent to Mr. Watts for review and approval prior to recording. She asked for approval in substantial form subject to finalization by staff.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Draft Disclosure of Public Financing Document Subject to Staff Finalizing Disclosure of Public Financing Document, was approved in substantial form

EIGHTH ORDER OF BUISNESS

Staff Reports

A. Attorney

Mr. Watts had nothing to report.

B. Engineer

There being no comments, the next item followed.

C. Field Manager’s Report

Mr. Bailey presented the field manager’s report.

i. Consideration of Proposal from Jayman Enterprises, LLC for Installation of Pet Waste Stations in the Community

Mr. Bailey presented a proposal from Jayman Enterprises for two dog stations, one in the North next to the mailboxes and one in the Southern portion next to the tract on D3 for \$750. There is a map of the proposed locations on page 206 of the agenda.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Proposal from Jayman Enterprises, LLC for Installation of Pet Waste Stations in the Community, was approved.

ii. Consideration of Proposal from Frank Polly Sod & Landscape for Pest Control at Playground

Mr. Bailey presented a proposal from Frank Polly for ant and wasp treatment for the playground for \$80/month. The playground will be sprayed monthly.

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On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Proposal from Frank Polly Sod & Landscape for Pest Control at the Playground, was approved.

iii. Consideration of Proposals for Trash Can & Pet Waste Station Collection

- a) Clean Star Services of Central Florida, Inc. (CSS)**
- b) Frank Polly Sod & Landscape**

Mr. Bailey presented janitorial proposals for trash can & pet waste station collection. Clean Star quoted \$200/month for twice-a-week service. Frank Polly quoted \$150/month for once-a-week service. Neither company includes the bags. Mr. Morgan noted he is good with CSS if the Board agrees.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Clean Star Services Proposal for Trash Can & Pet Waste Station Collection, was approved.

D. District Manager

i. Approval of Check Register

Ms. Adams presented the check register from February 1st to August 1st 2024 on page 219 of the agenda for Board review. This includes general fund payments as well as Supervisor fee reimbursement for Board attendance. The total amount is \$469,621.83. Immediately following the check register is a detailed run summary. Mr. Morgan questioned the storm water fee to the City of Eagle Lake for \$528. Ms. Adams will investigate it and email the Board of her findings. Mr. Kewley questioned the two audit line charges for Carr, Riggs. Ms. Adams will review and report back to the Board.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Check Register totaling \$469,621.83, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams presented the unaudited financials through June 2024. Ms. Dudley questioned the water being over by \$13K. Mr. Bailey noted all of the water is potable so it's really expensive. They are looking at options into a well right now in the east section. Mr. Bonin stated

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it's the same potable water, but coming through the potable meter now so its at a higher rate. The goal is to take this meter that the big bill is coming from, off.

E. Project Development Update

i. Status of Property Conveyance

a) Ratification of OS1 and OS2 Conveyance Deeds

Ms. Adams stated these were executed in May 2024. She asked for ratification of OS1 and OS2 conveyance deeds.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the OSI and OS2 Conveyance Deeds, was ratified.

ii. Status of Permit Transfers

Ms. Adams noted there is no audio from Rick Welch's office.

TWELFH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being no comments, the next item followed.

FOURTEENTH 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