

***LAKESHORE RANCH
COMMUNITY DEVELOPMENT
DISTRICT***

Revised Advanced Meeting Package

Regular Meeting

***Wednesday
February 9, 2022
6:30 p.m.***

***Location:
Lakeshore Ranch Clubhouse
19730 Sundance Lake Boulevard
Land O' Lakes, Florida 34638***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Lakeshore Ranch Community Development District

Development Planning and Financing Group

[X] 250 International Parkway, Suite 208
Lake Mary FL 32746
321-263-0132

Board of Supervisors
Lakeshore Ranch Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Lakeshore Ranch Community Development District is scheduled for **Wednesday, February 9, 2022 at 6:30 p.m.** at the **Lakeshore Ranch Clubhouse, 19730 Sundance Lake Boulevard, Land O' Lakes, Florida, 34638.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The balance of the agenda is routine in nature. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Howard McGaffney

Howard McGaffney
District Manager

Cc: Attorney
Engineer
District Records

District: **LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Wednesday, February 9, 2022

Time: 6:30 PM

Location: Lakeshore Ranch Clubhouse
19730 Sundance Lake Boulevard
Land O' Lakes, Florida 34638

Revised Agenda

I. Roll Call

II. Pledge of Allegiance

III. Audience Comments – *(limited to 3 minutes per individual for agenda items)*

IV. Professional Vendor Operations

- A. Steadfast Environmental – Waterway Inspection Report Exhibit 1
- B. Yellowstone Landscape Report Exhibit 2
- C. Consideration of Yellowstone Proposals Exhibit 3
 - 1. Pool Raised Bed Enhancement - \$6,605.00
 - 2. Sunset Bay & Water Color Intersection Line of Site - \$3,425.00
 - 3. Dead Pine Tree Removal Water Color Dr - \$575.00
 - 4. Thinning of Palmetto Palms - \$3,800.00
- D. District Engineer
 - 1. Consideration of Easement Encroachment Agreement - 8650 Eagle Brook Dr. Exhibit 4

V. Operations & Amenity Management

- A. DPGF Operations Report – *To Be Distributed* Exhibit 5
- B. Amenity Center Management Report Exhibit 6

VI. Consent Agenda

- A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held January 12, 2022 Exhibit 7
- B. Ratification of Yellowstone Front Well 2" Tee Repair - \$331.00 Exhibit 8

VII. Business Matters

- A. Consideration & Adoption of **Resolution 2022-03**, Designating Officers Exhibit 9
- B. **Discussion of Mailroom Renovation Project**

VIII. Staff Reports

A. District Manager

B. District Attorney

IX. Supervisors Requests

A. Discussion & Consideration of Meeting Date Change – Monday or Tuesday at 3PM or 4PM – Supervisor Mitchell

X. Audience Comments – New Business – *(limited to 3 minutes per individual for non-agenda items)*

XI. Adjournment

EXHIBIT 1



Lakeshore Ranch CDD Aquatics

Steadfast Environmental, LLC
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastAlliance.com

Joseph Hamilton
01/31/2022 10:02 AM

Steadfast Environmental
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastEnv.com



Site: 25



Comments:
Excellent condition. The only algae noted being residual amounts from a previous treatment, that have yet to completely decay. Decay times have been extended due to cold weather conditions.

Site: 11



Comments:
Excellent condition. No signs of nuisance grasses or algae. Routine maintenance and monitoring will continue.

Site: 10



Excellent condition. The water level is lower than normal, due to lack of rain during the winter conditions.

Site: 27



Comments:

Excellent condition. There are small patches of filamentous algae, these have all been previously treated and are simply still decaying due to the cold weather and lack of rain. Additionally, there is a lack of nuisance grass activity on this pond.

Site: 37



Good condition. The most notable deviation from the norm for this pond is the high amount of planktonic algae activity. This is the result of a rapid bloom event and will be treated shortly. Additionally, there are a few patches of the nuisance weed Pennywort, easily handled next treatment event.

Site: 9



Condition improving. The pond's water is in excellent condition. No debris was observed here. The most notable "issue" is the patches of remaining filamentous algae, though these are in advanced states of decay (the white coloration a dead giveaway). Full dissolution to follow soon.

Site: 8



Great condition/improving. Similarly to the last inspected pond, the water is clear of all algae and grasses. The water's edge is host to only sparse remains of previously treated filamentous algae.



Site: 22



Great condition and improving. Similarly to the majority of the community, the pond's organics are in-line, with new algae growth and nuisance grasses non-existent. Here, there are only a few patches of decaying filamentous algae, to dissolve over the next few days.



Site: 23



As always, this pond is in great condition. No algae or nuisance grasses noted. Routine maintenance and monitoring will continue.



Site: 19



Good condition. The pond is mostly clear, though there are some patches of previously treated algae which are in the process of decaying. It would seem that this pond hosted more than most in the community, and it will continue to clear, hopefully by the end of the week.





Management Summary

January and February have brought with them increasingly cold temperatures for winter; and with the exception of a few events, rainfall has been minimal to none which contributes to decreased water levels increased decay times for surface algae once treated. Residents may notice this algae that sticks around longer between treatment events, This is a direct result of stagnant water conditions and cold ambient temperatures. Once treated, algae will turn brown, and this can be flagged as a sign of it's successful treatment (as evidenced throughout the community).

Technicians on-site are currently providing both reactive and proactive treatment to the growth. If any algal activity is found to be actively growing around the shoreline and shallow areas it is immediately targeted with algaecides. Ponds which historically (in our experience) produce algal activity are pre-treated with algaecides even if none are present in an effort to get ahead of the growth. Most ponds were in excellent condition on this most recent visit.

Most ponds were clear of all algae and nuisance grass activity. Any algae observed was in a severely depreciated state of decay, showcased by the white and brown coloration noted. While maximum results from treatment will typically be evident within 7-10 days (the community was last treated one week from today); this may be extended due to winter conditions, as evidenced in the community today.

Recommendations / Action Items

Continue to treat ponds for algae.

Treat the pond perimeters for any and all nuisance grasses growing into the ponds.

Stay alert for debris items that find there way to the pond's shore.

Thank you for choosing Steadfast Environmental!



Steadfast Environmental, LLC
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastAlliance.com

EXHIBIT 2

Lakeshore Ranch Report


2/1/22, 8:48 AM

Chris Van Helden

Tuesday, February 1, 2022

Prepared For DPFG

17 Issues Identified



LakeShore Ranch



Site Audit

Assigned To Management

Attendees

Chris Van Helden



Observation

Assigned To Community

Frost has not done damage to entrance plant life.



Observation

Assigned To Management

Propose cleaning out the Palmettos community wide. This will add better security awareness along the Blvd for walkers & runners at night. Will also allow for better line of site for drivers.



Observation

Assigned To Community

Frost has damaged Lantana through out the community. Will discuss an agreed time to cut back for rejuvenation.



Observation

Assigned To Community

West Haven cut back project has been completed



Observation

Assigned To Crew

West Haven CDD Easement needs to be kept.



Observation

Assigned To Greg Woodcox

At 8234 West Haven what is the CDD responsibility around the farm fencing. Resident has asked due to trees growing into & pushing the fence line.



Request

Assigned To Greg Woodcox

At the January CDD Meeting the board was in sure of whether these pocket areas were under CDD responsibility to clear. Are they protected wet lands or areas to maintain?



Observation

Assigned To Community

Frost has done damage to plant life.



Observation

Assigned To Community

Mule grasses have stopped blooming. Will prune them back to rejuvenate through out the community



Issue

Assigned To Pond Crew

Must line trim between all trees & pond embankments.



Observation

Assigned To Community

Frost has damaged the declining Duranta to cause it to decline more.



Observation

Assigned To Crew

Pull moss from trees as far up as we can reach



Issue

Assigned To Crew

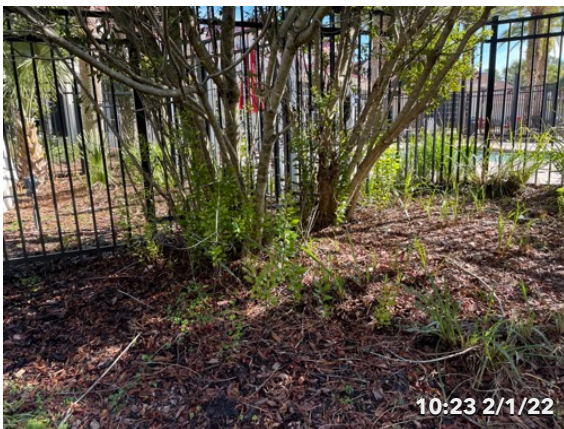
Trim Bottle Brush along wall by dog park



Observation

Assigned To Crew

Clean dead out of ginger by the pool



Observation

Assigned To Crew

Remove Volunteer growth from bottom of trees



Observation

Assigned To Crews

Make sure no growth is touching hand rails

A handwritten signature in black ink, appearing to read "Chris Van Helden".

Chris Van Helden
Yellowstone Landscape

EXHIBIT 3



Proposal #182973

Date: 02/01/2022

From: Chris Van Helden

Proposal For

Lakeshore Ranch CDD

c/o DPFPG
250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

19730 Sundance Lake Blvd, Land O'
Lakes, FL 34638
Land O' Lakes, FL 34638

Property Name: Lakeshore Ranch CDD

Pool raised bed enhancement

Terms: Net 30

- Remove declining Jasmine from beds
- Prep beds for new plants
- Install 64 Society Garlic(16ea bed)
- Install 336 Blue Daze(84ea bed)
- Install new Irrigation to insure of coverage
- Dump Fees & Taxes

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Removal of Declining Jasmine	1.00	\$575.00	\$575.00
1Gal Society Garlic	64.00	\$9.50	\$608.00
Society Garlic - Installation Labor	1.00	\$475.00	\$475.00
1Gal Blue Daze	336.00	\$9.50	\$3,192.00
Blue Daze - Installation Labor	1.00	\$1,150.00	\$1,150.00
Irrigation Labor	1.00	\$350.00	\$350.00
INV - Irrigation Parts	1.00	\$255.00	\$255.00

Client Notes

Remove declining Jasmine & Enhance 4 raised Palm Beds

Signature

X

SUBTOTAL	\$6,605.00
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SALES TAX	\$0.00
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TOTAL	\$6,605.00
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Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Chris Van Helden

Office:
cvanhelden@yellowstonelandscape.com



Proposal #180484

Date: 01/24/2022

From: Chris Van Helden

Proposal For

Lakeshore Ranch CDD

c/o DPFG
250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

19730 Sundance Lake Blvd, Land O'
Lakes, FL 34638
Land O' Lakes, FL 34638

Property Name: Lakeshore Ranch CDD

Sunset Bay & Water Color Intersection Line of Site

Terms: Net 30

- Removal of 3 Sable Palms along roadway
- Stumps Palms ground to a minimum depth of 8 inches
- Removal of Southern Live Oak along roadway
- Stump Oak ground to a minimum depth of 8 inches
- Reduce Hedges at all corners by 50% to give Line of Site
- Remove all debris
- Dump Fees & Taxes

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
General Labor	1.00	\$750.00	\$750.00
Remove 3 Palms & 1 Oak Tree from Line of Site	1.00	\$2,675.00	\$2,675.00

Client Notes

Removal Of Oak & 3 Palms & Hedge reduction in the County Line of Site

Signature

x

SUBTOTAL	\$3,425.00
SALES TAX	\$0.00
TOTAL	\$3,425.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Chris Van Helden

Office:
cvanhelden@yellowstonelandscape.com



Proposal #180444

Date: 01/24/2022

From: Chris Van Helden

Proposal For

Lakeshore Ranch CDD

c/o DPFG
250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

19730 Sundance Lake Blvd, Land O'
Lakes, FL 34638
Land O' Lakes, FL 34638

Property Name: Lakeshore Ranch CDD

Dead Pine Tree Removal Water Color Dr

Terms: Net 30

- Removal of dead Slash Pine
- Stump Grind to a minimum depth of 8 inches
- All debris removed
- Dump Fees & Taxes

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Slash Pine Removal	1.00	\$575.00	\$575.00

Client Notes

Remove Dead Pine Tree

Signature

x

SUBTOTAL	\$575.00
SALES TAX	\$0.00
TOTAL	\$575.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Chris Van Helden

Office:
cvanhelden@yellowstonelandscape.com



Proposal #182967

Date: 02/01/2022

From: Chris Van Helden

Proposal For

Lakeshore Ranch CDD

c/o DPFG
250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

19730 Sundance Lake Blvd, Land O'
Lakes, FL 34638
Land O' Lakes, FL 34638

Property Name: Lakeshore Ranch CDD

Thinning of Palmetto Palms

Terms: Net 30

- Thin out the 3 Palmetto Beds prior to the gates to enter community
- Thin out the 2 Palmetto Beds on the island as you enter the community
- Thin out the 4 Palmetto Beds along the 4 sections of the wall on Water Color Dr
- Thin out the 3 Palmetto Beds along & inside the pool fence
- Dump Fees & Taxes

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Thin out 12 Palmetto Beds though out Lakeshore Ranch Community	1.00	\$3,800.00	\$3,800.00

Client Notes

Thinning of Palmettos along the Blvd & Entrance to Lakeshore Ranch

Signature

x

SUBTOTAL	\$3,800.00
SALES TAX	\$0.00
TOTAL	\$3,800.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Chris Van Helden

Office:

cvanhelden@yellowstonelandscape.com

EXHIBIT 4

Prepared by and return to:

John M. Vericker, Esq.
Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606

LAKESHORE RANCH COMMUNITY DEVELOPMENT ENCROACHMENT AGREEMENT

This Lakeshore Ranch Community Development District Encroachment Agreement (the “**Agreement**”) is entered into as of the ____ day of January, 2022 (the “**Effective Date**”), between **Lakeshore Ranch Community Development District** (the “**District**”) whose mailing address is 250 International Parkway, Suite 280, Lake Mary, FL 32746 and **Rafael G. Mora and Stacy A. Smith** (collectively, the “**Landowner**”), whose mailing address is 8650 Eagle Brook Drive, Land O’Lakes, Florida 34638.

WITNESSETH:

THAT FOR AND IN CONSIDERATION of the sum of Three Hundred Dollars (\$300.00), in hand paid, the receipt and sufficiency of which is hereby acknowledged and the mutual promises contained herein, the parties agree as follows:

1. Landowner is the fee simple landowner of Lot 106 of Lakeshore Ranch Phase I, according to the plat thereof, as recorded in Plat Book 62, Pages 1 – 30, of the Public Records of Pasco County, Florida (the “**Property**”). Landowner agrees that it will not convey the Property until this Agreement is recorded in the official records of Pasco County.
2. The District has a ten foot drainage easement (“**Easement**”) on and/or abutting the Property, as shown on the plat. Landowner desires to encroach into the Easement by installing a six foot white vinyl fence on the Property, five feet inside the property line (the “**Improvements**”).
3. Landowner is responsible for locating all other underground utility lines and cables prior to installing the Improvements in the Easement.
4. The Improvements shall be undertaken, completed and at all times maintained by Landowner in a good and workmanlike manner, using sound engineering, construction and maintenance techniques and practices, strictly as described herein and in the location shown herein, and so as not to impede, impair, obstruct, damage or interfere with drainage facilities or other facilities, structures or improvements within and along the easement area or the use of the easement for public purposes. Landowner shall apply for and obtain, at its sole cost and expense, all necessary federal, state, local and Lakeshore Ranch Homeowners’ Association permits necessary to construct and maintain the Improvements, prior to the construction of the Improvements.
5. This Agreement shall remain in effect until terminated by either party. At the termination of this Agreement, at the Landowner’s sole cost and expense, the Landowner shall remove the Improvements and restore the Easement to the condition that existed before the Improvements were

installed. If the Landowner does not remove the Improvements and restore the Easement to the condition that existed before the Improvements were installed by the last day of this Agreement, the District may remove the Improvements and restore the Easement to the condition that existed before the Improvements were installed, and the Landowner shall repay the District for all costs and expenses incurred by the District.

6. Landowner agrees to indemnify, defend and hold the District, its Board of Supervisors and its members, employees, agents and assigns harmless for: (1) any liability which may be incurred as a result of the approval, preparation and execution of this Agreement; (2) any damage to the Improvements caused by the District or its agents; (3) any damage to the Easement or to any District or Pasco County improvements, utilities or structures located within the Easement; (4) any claims for injury to any person or damages to any property because of the Improvements; and (5) any liability which may be incurred for any erosion that may damage the Improvements

7. Throughout the term of this Agreement, the Landowner shall maintain liability insurance covering any injuries or damages that may occur as a result the Improvements.

8. Either party may terminate this Agreement for any reason with thirty (30) days written notice.

9. The District may remove the Improvements immediately in the event of an emergency situation, and the District shall have no obligation to repair or restore the Improvements.

10. Upon termination of this Agreement, the District may record a Notice of Termination of Easement Encroachment Agreement in the official records of Pasco County.

11. The provisions of this Agreement shall be deemed covenants running with the title to the Property and shall be binding on and inure to the benefit of the parties and their respective successors and assigns.

12. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida with venue in Pasco County, Florida.

13. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

14. Both parties acknowledge and agree that this Agreement was drafted at the request of the parties without the benefit of a title search.

[Remainder of page left blank intentionally; signatures on following pages.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Witness 1:

**Lakeshore Ranch Community
Development District**

Print Name

John Rose
Chair of the Board of Supervisors

Witness 2:

Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of January, 2022, by John Rose, as Chair of the Board of Supervisors, on behalf of the District, who is ☐ personally known to me or ☐ has produced _____ (type of identification) as identification.

NOTARY PUBLIC

(Print, Type or Stamp Commissioned Name of
Notary Public)

Witness 1:

Landowner

Rafael G. Mora

Print Name

Witness 2:

Print Name

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of January, 2022, by Rafael G. Mora, who is ☐ personally known to me or ☐ has produced _____ (type of identification) as identification.

NOTARY PUBLIC

(Print, Type or Stamp Commissioned Name of
Notary Public)

Witness 1:

Landowner

Stacy A. Smith

Print Name

Witness 2:

Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of January, 2022, by Stacy A. Smith, who is ☐ personally known to me or ☐ has produced _____ (type of identification) as identification.

NOTARY PUBLIC

(Print, Type or Stamp Commissioned Name of
Notary Public)

EXHIBIT 5
To Be Distributed

EXHIBIT 6



**AMENITY CENTER MANAGEMENT REPORT
For the month of JANUARY 2022**

Date of Meeting: February 9, 2022

Submitted by: Lori Karpay

MAILCHIMP EMAILS

- 1/1: January newsletter
- 1/1: Happy New Year 2022
- 1/6: Mail Delivery Confusion
- 1/7: Candy Bingo reminder
- 1/7: Wine & Cheese Social reminder
- 1/11: January CDD Board Meeting info
- 1/11: Food truck notification
- 1/18: Food truck notification
- 1/27: Food truck notification
- 1/29: OneBlood blood donation notification

SPECIAL EVENTS/PROGRAMMING

- January's Wine & Cheese Social was an Italian theme. The residents enjoyed a full buffet filled with various Italian cuisine while visiting with each other. The Socials are being organized (more or less) every other month with different international themes.
- The kids had a blast at Candy Bingo! There were more kids than usual, making it so much fun for all.
- The Sunday Matinee Movies are still ongoing.

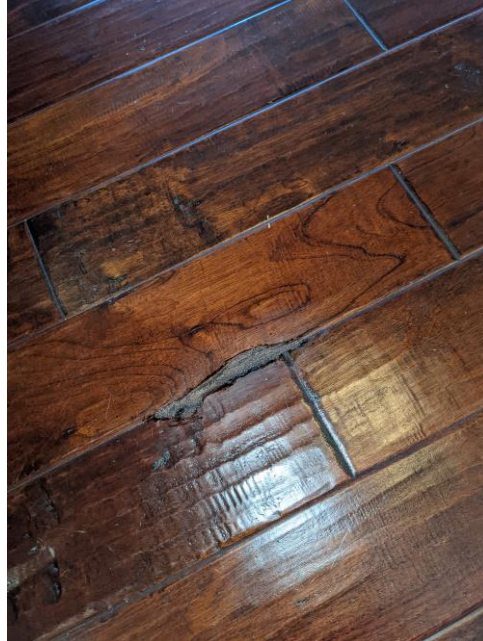
FACILITY AND AMENITY MANAGEMENT

- Found chipped areas on the floor in the Activities Room. Filled in the cracks and colored with wood color-match stain.

FILLED IN WITH WOOD FILLER

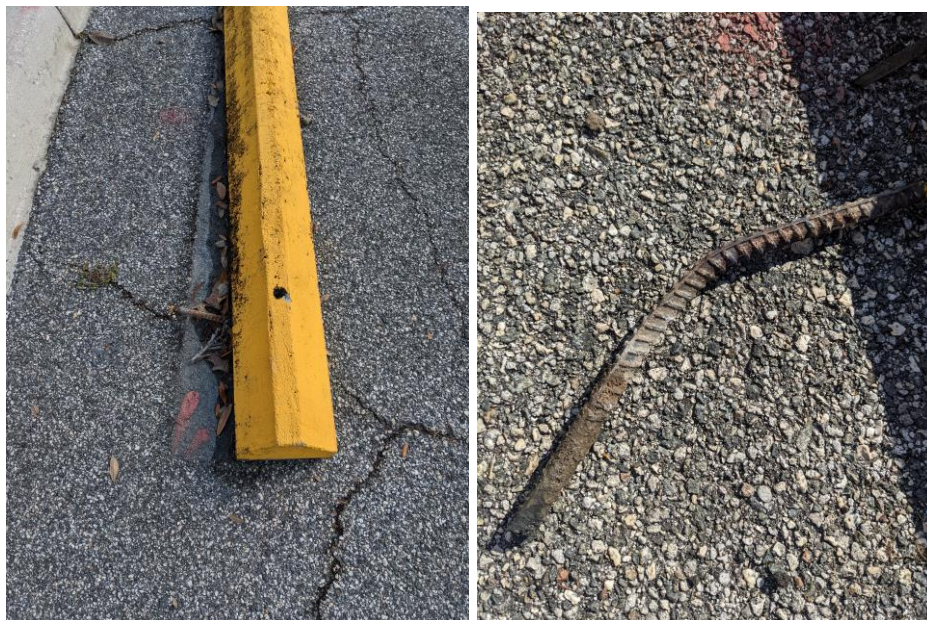


FILLED IN WITH STAIN

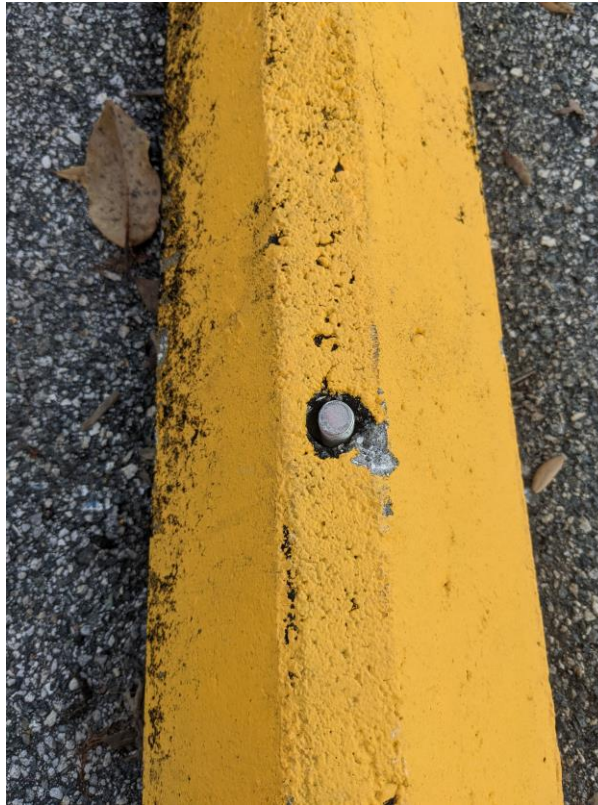


- Repaired water fountain in Fitness Center – (repairing inhouse: a savings to the CDD of approximately \$1500.)
- Repaired parking block in Clubhouse parking lot.

BEFORE



AFTER



- Pressure washed front façade of clubhouse.
- Fishing dock was repaired in-house. Cost savings to CDD for not using an outside vendor: \$2K - \$9K.
- Repaired cracks in amphitheater steps.

BEFORE



AFTER (drying)



CONSIDERATIONS

None at this time.

EXHIBIT 7

1 **MINUTES OF MEETING**

2 **LAKESHORE RANCH**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Lakeshore Ranch Community
5 Development District was held on Wednesday, January 12, 2022 at 6:30 p.m. at Lakeshore Ranch
6 Clubhouse, 19730 Sundance Lake Boulevard, Land O'Lakes, Florida 34638.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Thibault called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 John Rose (<i>via phone</i>)	Board Supervisor, Chairman
11 Shawn McCaig	Board Supervisor, Vice Chairman
12 Christine Thomas	Board Supervisor, Assistant Secretary
13 Tonya Robbins (<i>via phone</i>)	Board Supervisor, Assistant Secretary
14 Ron Mitchell	Board Supervisor, Assistant Secretary

15 Also present were:

16 Patricia Thibault	District Manager, DPFG Management & Consulting
17 Brent Henman	Field Operations, DPFG Management & Consulting
18 John Vericker (<i>via phone</i>)	District Counsel, Straley Robin Vericker
19 Greg Woodcock	District Engineer, Stantec Engineering
20 Lori Karpay	Amenity Manager
21 Kevin Riemensperger	Steadfast Environmental
22 Chris Van Helden	Operations Manager, Yellowstone Landscape
23 Brian Mahar	Yellowstone Landscape

24 *The following is a summary of the discussions and actions taken at the January 12, 2022 Lakeshore Ranch*
25 *CDD Board of Supervisors Regular Meeting.*

26 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

27 The Pledge of Allegiance was recited.

28 **THIRD ORDER OF BUSINESS – Audience Comments**

29 There being none, the next item followed.

30 **FOURTH ORDER OF BUSINESS – Professional Vendor Operations**

31 A. Exhibit 1: Steadfast Environmental – Waterway Inspection Report

32 Mr. Riemensperger presented his report.

33 B. Exhibit 2: Yellowstone Landscape Report

34 Mr. Van Helden introduced himself as the new Operations Manager for the District and asked for
35 questions on his report. A supervisor discussed lantanas that had not been properly installed at the
36 Hidden Glen Ct. roundabout. Mr. Van Helden indicated that he believed the lantanas had been
37 planted correctly and explained that the vegetation would begin to flourish as warm weather and
38 rain increased. He acknowledged that deer were consuming the lantanas and recommended
39 replacing the lantanas with a different type of flower that deer would not be interested in
40 consuming. He added that the lantanas had been sprayed with deer deterrent weekly but that it had
41 not been successful.

A supervisor noted that the lantanas had been planted fairly recently and were still under warranty. Ms. Thibault recommended that the Board decide on a date to determine whether they would like to replace the lantanas. The Board agreed to come to a decision by the end of March.

Mr. Mahar stated that new lantanas would be installed in March and would be monitored for growth. A supervisor mentioned that he knew of a product that helped deter deer and indicated that he would find the name of the product to relay to Yellowstone.

A supervisor noted that the annuals that had been planted were not the red and white phlox that had been approved. Mr. Mahar stated that he would look into the order.

A supervisor requested clarification on the comment under Observation 8 on Yellowstone's report. Discussion ensued regarding cutbacks to the wetland areas. A supervisor requested that Mr. Woodcock check if Observation 8 was within the wetland line.

C. Exhibit 3: Consideration of Yellowstone Clubhouse Parking Lot Tree Removal Proposal - \$194.23

In response to a supervisor question, Ms. Thibault clarified that the trees that were to be removed were 2 declining oak trees in the clubhouse parking lot.

On a MOTION by Mr. McCaig, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the Yellowstone Clubhouse Parking Lot Tree Removal Proposal, in the amount of \$194.23, for the Lakeshore Ranch Community Development District.

D. Exhibit 4: Consideration of Yellowstone Shrub Line Proposal Options

A supervisor recalled that the Board had been looking into whether the District was responsible for maintaining this area or not. Mr. Woodcock indicated that he believed the District would be responsible for this area but that he would check on this to be certain.

A supervisor pointed out that the shrubs were blocking a fence on a portion of land that would eventually erode. A supervisor stated that she would like to remove the shrubs. Ms. Thibault suggested revising the motion to include a final review to confirm the District's responsibility of the shrubs to which the Board agreed.

➤ Removal - \$2,275.00

➤ Reduction - \$1,740.00

On a MOTION by Ms. Thomas, SECONDED by Mr. Mitchell, WITH ALL IN FAVOR, the Board approved the Yellowstone Shrub Line Removal Proposal, in the amount of \$2,275.00, pending final review by the District Engineer to confirm the District's responsibility for maintenance of the area, for the Lakeshore Ranch Community Development District.

Following the motion, the Board and staff discussed vegetation being uprooted by deer and cranes.

A supervisor brought up the golf mound bushes at the Sundance Lake Blvd. roundabout that had been declining. Mr. Mahar stated that the bushes would be flush-cut and fertilized to resolve this issue.

Mr. Henman mentioned that he was unable to access the pond at 8206 Summer Brook Ct., which would present issues for aquatics and landscaping vendors also needing access. Mr. Woodcock indicated that he would check easement access to the pond at this property.

In response to a question from Mr. Henman, Mr. Van Helden confirmed that photos marked as “issues” were being actively worked on, while photos marked as “observations” were not currently being worked on but were considered noteworthy.

Ms. Karpay noted that there were weeds in the palm tree beds around the pool area. Mr. McCaig recalled that the Board was supposed to receive a proposal to replant the beds around the pool.

Mr. Henman asked if the grass around the utility station at the end of the cul-de-sac on Eagle Brook Dr. was still on schedule to be replaced. Mr. Mahar confirmed that the removal and replanting of grass was still going to be done.

A supervisor noted that the pond near 8206 Summer Brook Ct. was meant to be accessible through 19936 and 19932 Hidden Glen Ct. Mr. Henman stated that a fence had been installed on Hidden Glen Ct. that prevented access to the pond. A supervisor stated that the residents were supposed to get approval before installing the fence. Mr. Woodcock indicated that he would look into this. A supervisor directed Mr. Henman to use an alternate easement until this issue was resolved.

E. District Engineer

➤ Exhibit 5: Consideration of 8124 Water Color Dr. Easement Agreement

Mr. Woodcock explained that this would allow the resident to install a generator and recommended the approval of the 8124 Water Color Dr. Easement Agreement.

On a MOTION by Mr. Mitchell, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board approved the 8124 Water Color Dr. Easement Agreement for the Lakeshore Ranch Community Development District.

➤ Exhibit 6: Consideration of 8403 Auburn Rise Ct. Easement Agreement

Mr. Woodcock stated that this agreement would allow the resident to widen their driveway and to replace the sidewalk with pavers directly on the road. He noted that this was consistent with similar requests that the Board had approved in the past and recommended approving the agreement.

On a MOTION by Ms. Thomas, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board approved the 8403 Auburn Rise Ct. Easement Agreement for the Lakeshore Ranch Community Development District.

➤ Exhibit 7: Consideration of Sign Triangles Installation Proposal

Mr. Woodcock reviewed the proposal, noting that he would be meeting with Yellowstone to discuss what trees needed to be removed. A supervisor explained that the sign triangles would be installed off of Sunset Bay Dr. and Water Color Dr. to improve the sightline and slow traffic.

Mr. Woodcock indicated that he would bring proposals from Yellowstone to the next meeting.

Mr. Woodcock distributed a survey to the Board. He explained that the Board had approved a fence installation that would encroach 5 feet into the easement at a previous meeting but that he had received a revised request from the resident to install the fence outside of the easement. In response to a supervisor comment, Mr. Woodcock clarified that the HOA had requested approval from the CDD for the fence to be installed.

On a MOTION by Ms. Thomas, SECONDED by Mr. Mitchell, WITH ALL IN FAVOR, the Board approved the installation of a fence outside of the easement at 8224 Eagle Brook Dr. for the Lakeshore Ranch Community Development District.

Following the motion, Mr. Woodcock distributed a handout regarding a resident at 19341 Red Sky Ct. that wanted to install a fence on the easement line or outside the existing easement line. He explained that a fence in this location would cause maintenance vehicles to be unable to access the area. He stated that he spoke with the resident and had reached an agreement to have the fence installed as close to the landscape islands as possible and to have the other portion of the fence to be outside of the easement.

On a MOTION by Mr. McCaig, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the 19341 Red Sky Ct. Easement Agreement for the Lakeshore Ranch Community Development District.

Following the motion, Mr. Woodcock handed out a document to the Board which explained that the shingles color that had been approved previously was difficult to acquire. He recommended using rustic redwood for the shingles as an alternative.

On a MOTION by Ms. Thomas, SECONDED by Mr. McCaig, WITH ALL IN FAVOR, the Board approved the shingle color of rustic redwood for the Lakeshore Ranch Community Development District.

Following the motion, a supervisor inquired about whether the fence on Water Color Dr. needed to be maintained or removed. Mr. Woodcock confirmed that this was on CDD property and was to be maintained by the District. A supervisor pointed out that the pine trees were causing an issue with the walls and suggested the removal of the pine trees. In response to a supervisor question, Mr. Woodcock stated that a landscape buffer would need to be installed if the wall was removed. A supervisor expressed that he did not think a buffer was required in this area. Mr. Woodcock indicated that he would look into this to confirm.

A supervisor requested an update on a roofing project. Mr. Woodcock explained that the shingles were expected to arrive in approximately 4 weeks and would be installed mid-February. In response to a supervisor question, Mr. Woodcock stated that he believed the project would take about 5 weeks to complete.

FIFTH ORDER OF BUSINESS – Operations & Amenity Management

A. Exhibit 8: DPFG Operations Report

Mr. Henman apologized for the lack of photos under the landscaping and aquatics section of his report. He reviewed his report and discussed an ongoing issue of construction workers parking on the sidewalk and leaving trash on the ground. He stated that the sidewalk would need repairs due to the damage done by the construction workers and noted that plants had been destroyed as well. A supervisor clarified that the plants were under warranty and would be repaired by Yellowstone.

Mr. Henman recommended pressure washing the area after construction had been completed and indicated that he would follow up with Ms. Thibault and District Counsel regarding the issue with the construction workers. Mr. Henman additionally informed the Board that he had requested pressure washing proposals from multiple vendors that would include costs for annual pressure washing.

Mr. Henman noted that there were broken blocks at the amphitheater and asked the Board if he would like him to address these. The Board indicated that a different individual would address this.

Mr. Henman stated that he noticed a number of lights that were out within the community and that the electric company had marked the lights with flags for repairs. He additionally mentioned that all supervisor requests discussed at the previous meeting had been addressed.

B. Exhibit 9: Amenity Center Management Report

Ms. Karpay noted that the fishing dock had been repaired. She asked for any questions on her report, to which there were none.

C. Exhibit 10: Consideration of Blue Wave Lighting Landscape Lighting Repair Proposal - \$12,925.00

Ms. Karpay recalled that this item had been discussed the previous fiscal year and explained that the cost had increased to \$12,925.00, due to inflation.

A supervisor asked if funds had been carried over from the previous year to the current year. Ms. Thibault stated that this would be further discussed under Exhibit 14 and noted that only \$8,000.00 had been forwarded over. A supervisor suggested replacing half or a third of the lights, rather than all 25 lights. A supervisor stated he would not be opposed to spending additional funds on lighting. Ms. Karpay indicated that she would bring back alternate proposals.

A supervisor commented positively on the holiday party and expressed gratitude to Ms. Karpay and the HOA.

SIXTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 6: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held December 8, 2021

B. Consideration for Acceptance – The December 2021 Unaudited Financial Report

On a MOTION by Mr. Mitchell, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the ratification of all items of the Consent Agenda for the Lakeshore Ranch Community Development District.

SEVENTH ORDER OF BUSINESS – Business Matters

A. Exhibit 13: Presentation of November 2021 & December 2021 Violation Statistics

Ms. Thibault stated that the Florida Highway Patrol had reported 46 violations in November and 42 violations in December. She asked if the Board would like to continue to utilize the FHP for violation statistics collections.

A supervisor stated that she would like to continue utilizing the FHP, as speeding had not gone down. She pointed out that there had been an unregistered vehicle violation in both November and December and indicated that she would like to know if it had been a repeat offender.

A supervisor asked if the majority of violations were from residents or visitors. Ms. Thibault indicated that the FHP would not know.

A supervisor suggested sending the violation statistics to the sheriff's department and requesting that they patrol the community on a regular basis. He noted that the District had a traffic agreement with the sheriff's department.

On a MOTION by Ms. Thomas, SECONDED by Mr. Mitchell, WITH ALL IN FAVOR, the Board approved the continuation of the Florida Highway Patrol violation statistics collection for 2 months for the Lakeshore Ranch Community Development District.

B. Exhibit 14: Consideration & Adoption of **Resolution 2022-02**, FY 2022 Budget Amendment

Ms. Thibault reviewed the resolution, noting that Pasco County had mistakenly sent the District too much money and that the District had to pay them back. She mentioned that the security rover had been a significant line item and discussed several other line items that had increased.

A supervisor explained that the District had been overbudget for the previous year, which brought the rollover amount to \$8,000.00, rather than the usual \$25,000.00 to \$40,000.00.

On a MOTION by Mr. McCaig, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board adopted **Resolution 2022-02**, FY 2022 Budget Amendment, for the Lakeshore Ranch Community Development District.

C. Discussion of Tennis Lessons Authorization

Ms. Thibault introduced a resident who had requested to be authorized to hold tennis lessons. The resident explained that she had previously been giving tennis lessons for free to friends and family but that she would like to charge \$20.00 for lessons. A supervisor clarified that the resident would need to provide insurance in order to charge for lessons.

The resident stated that she was aware of the insurance costs but indicated that she would need to charge hire prices if she paid for the insurance. She explained that she had wanted to hold tennis lessons to make the sport more financially accessible to residents. A supervisor suggested that the resident continue holding tennis lessons for free. The resident indicated that this would not be economically feasible but that she may reconsider getting the insurance at a later time.

EIGHTH ORDER OF BUSINESS – Staff Reports

A. District Manager

Ms. Thibault stated that she had nothing further to report.

B. District Attorney

Mr. Vericker stated that he had nothing further to report.

NINTH ORDER OF BUSINESS – Supervisors Requests

A. Exhibit 15: Discussion of Declining Golf Mound Bushes – Supervisor Robbins

Ms. Thibault noted that the golf mound bushes had already been discussed earlier in the meeting.

A supervisor brought up a fence which had already discussed with the District Engineer as well as the Eagle Brook roundabout, which he acknowledged Field Operations was working on.

A supervisor inquired about the camera repositioning for the guardhouse. Mr. Woodcock explained that he had been working with Envera regarding this matter and recommended adding motion lights. He noted that electricity would need to be added to the front gate area. In response to a supervisor question, Mr. Woodcock stated that 1 light would be installed across from the guardhouse while the other would be installed closer to the pedestrian gate.

A supervisor suggested redirecting the current camera at the guardhouse, rather than adding a second camera. Mr. Woodcock indicated that Envera was supposed to redirect the camera and that he would bring more information regarding the lights and camera to the next meeting.

A supervisor requested for the DPF report to be moved before the vendors on the agenda.

TENTH ORDER OF BUSINESS – Audience Comments – New Business

An audience member asked if the violations reported by the Florida Highway Patrol had been warnings or tickets. A supervisor confirmed that the violations had been tickets. He explained that the sheriff's office had only issued warnings which did not deter violations. The audience member commented positively on the CDD utilizing the FHP to issue tickets. The audience member additionally complimented the Amenity Center Manager's work, particularly with the holiday party.

An audience member brought up an incident that had occurred at the Halloween party and expressed that he would like an update on the situation. A supervisor stated that the information had been passed on to the FHP and that the FHP was responsible for determining whether the incident had been a criminal act and whether to pursue charges.

In response to a question from the audience member, the supervisor confirmed that the individual had been caught on camera. The audience member expressed dissatisfaction regarding communication between the District and residents. A supervisor reiterated that the FHP would be responsible for any potential criminal charges. The audience member additionally commented positively on the FHP reporting violations within the District.

An audience member inquired about the location of the shrubs that had been discussed earlier in the meeting. A supervisor clarified that the shrubs were at the end of Westhaven Dr. In response to an additional question from the audience member, a supervisor stated that there were no plans to further expand the District. He added that a road was going to be added within the next 5 to 6 years behind the houses on Eagle Brook Dr. that would end near Roachs Run.

The audience member additionally mentioned damage that he been done to the end of her driveway at 8307 Westhaven Dr. A supervisor stated that this may be an issue the Board could contact the builder about, as this would be considered District property.

An audience member expressed that the mailroom was inaccessible to him as a wheelchair user. He noted that he had previously requested accommodations but that nothing had been done. A supervisor indicated that this would be a post office issue and that the District was not permitted to deliver mail. In response to a statement from Ms. Thibault, the audience member clarified that he was no longer being represented by an attorney. He reiterated that the mailroom was not ADA compliant and informed District Counsel that a complaint from HUD would be sent.

ELEVENTH ORDER OF BUSINESS – Adjournment

Ms. Thibault asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. McCaig made a motion to adjourn the meeting.

On a MOTION by Mr. McCaig, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board adjourned the meeting for the Lakeshore Ranch Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on February 9, 2022.

Signature

Signature

285

Printed Name

Printed Name

286 **Title:** ☐ **Secretary** ☐ **Assistant Secretary**

Title: ☐ **Chairman** ☐ **Vice Chairman**

EXHIBIT 8



Proposal #179541

Date: 01/19/2022

From: Josiah Ball

Proposal For

Lakeshore Ranch CDD

c/o DPFG
250 International Pkwy
Suite 280
Lake Mary, FL 32746

main:
mobile:

Location

19730 Sundance Lake Blvd, Land O'
Lakes, FL 34638
Land O' Lakes, FL 34638

Property Name: Lakeshore Ranch CDD

Front Well 2" Tee Repair

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Irrigation Labor, Pick up and Delivery and Installation	1.00	\$150.00	\$150.00
Irrigation Parts and Fittings	1.00	\$181.00	\$181.00

Client Notes

Yellowstone will replace a broken 2" tee and fittings at the front well at the gate of the community.

Signature

x

SUBTOTAL \$331.00

SALES TAX \$0.00

TOTAL \$331.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.
Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: John RoseTitle: CheriDate: 1/19/22

Assigned To

Josiah Ball

Office:

jball@yellowstonelandscape.com

EXHIBIT 9

RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE TREASURER, SECRETARY, ASSISTANT TREASURER AND ASSISTANT SECRETARY OF LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Lakeshore Ranch Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to remove Patricia Comings Thibault from the positions of Treasurer and Secretary and to designate the following Officers of the District per F.S. 190.006(6).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LAKESHORE RANCH COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons are appointed to the offices shown, to wit:

<u>Howard McGaffney</u>	Secretary
<u>Johanna Lee</u>	Treasurer
<u>Howard McGaffney</u>	Assistant Treasurer
<u>Jackie Leger</u>	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 9th day of February, 2022.

ATTEST:

**LAKESHORE RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Name: _____
Secretary/ Assistant Secretary

John Rose
Chair of the Board of Supervisors