

**MINUTES OF MEETING
LAWSON DUNES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lawson Dunes Community Development District was held on Tuesday, **April 5, 2022** at 2:18 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chair
Lauren Schwenk	Vice Chair
Patrick Marone	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Meredith Hammock	KE Law Group
Rey Malave <i>via Zoom</i>	Dewberry

The following is a summary of the discussions and actions taken at the April 5, 2022 Lawson Dunes Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order. Three Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that there were no public members present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns conducted the oath of office to the new Supervisors and noted that Supervisor Bobbie Henley and Justin Frye who were not present would be sworn in at the next meeting.

B. Consideration of Resolution 2022-32 Canvassing and Certifying the Results of the Landowners' Election

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Ms. Burns noted that prior to the Board meeting there was a Landowners' Election held. The results were Ms. Schwenk and Mr. Heath were elected to serve four-year terms, and Mr. Marone, Mr. Frye, and Ms. Henley were elected to serve two-year terms.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2022-32 Canvassing and Certifying the Results of the Landowners' Election as outlined above, was approved.

C. Election of Officers

D. Resolution 2022-33 Electing Officers

Ms. Burns reviewed the current status of officers as: Mr. Heath as Chair and Ms. Schwenk as Vice Chair, and Mr. Frye, Mr. Marone, and Ms. Henley as Assistant Secretaries. She noted GMS staff George Flint were previously appointed as Assistant Secretary and herself as Secretary. Ms. Burns asked if the Board would like to keep these the same. A motion was made to keep the same officers.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2022-33 Appointing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 1, 2022 Organizational Meeting

Ms. Burns presented the February 1, 2022 organizational meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Minutes of the February 1, 2022 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that the mailed notice was sent to all property owners in the District at least 30 days prior to the hearing date and a published notice was sent to the newspaper as required by Florida Statutes. Ms. Burns asked for a motion to open the public hearing.

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On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, Opening the Public Hearing, was approved.

i. Engineer's Report

Mr. Malave reviewed the Engineer's Report dated January 14, 2022 for the Board. He noted that the Lawson Dunes CDD comprises 77.41 acres with approximately 386 residential units. The report shows a table of the land use and the type of lots in Table 1 and 2. Elements of the CIP is described and shown within the report with an ultimate cost for the improvements of \$11,982,394.05. He stated that they believe these are good costs to be able to build the project.

District Counsel asked if the cost estimates in the Engineer's Report reasonable and proper in Mr. Malave's professional opinion, and Mr. Malave answered yes, they are. District Counsel asked if in Mr. Malave's professional opinion is there any reason that the proposed improvement projects could not be carried out, and Mr. Malave answered in his opinion he believes they can build this project as shown.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Master Assessment Methodology

Ms. Burns presented the Master Assessment Methodology dated February 1, 2022. She noted that this assessment report allocates the debt to properties that benefit from the District's Capital Improvement Plan that Mr. Malave reviewed in the Engineer's Report. The assessment report will be supplemented with one or more methodologies to reflect the actual terms and conditions at the time the District issues each series of bonds, and the Master Assessment Methodology report reflects maximum par amount of bond the District may issue.

Ms. Burns reviewed the tables. Table 1 shows two product types, the single family 40' lot and the single family 50' lot. Presently, there are anticipated to be a total of 386 lots within the District. The 40' lots have been assigned an ERU of .8 and the 50' lots an ERU of 1.0. Table 2 shows the cost estimates that are outline in the Engineer's Report, a total of \$11,982,394. There is a bond sizing of \$15,000,000 that the District will seek to validate. Table 4 shows the improvement cost per unit. Table 5 shows the par debt per unit, for the 40' lots it will be \$32,823 and for the 50'

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lots it will be \$41,028. Table 6 shows the net and gross annual debt assessment per unit. If the District issues \$15,000,000 in bonds, the gross annual debt assessment on the 40' lot is anticipated to be \$2,396 and the 50' lot is anticipated to be \$2,996. Table 7 shows a preliminary assessment roll that allocates debt to each of the parcels within the community by acre. All the lots are owned by CH DEV, LLC.

District Counsel asked if in Ms. Burns' professional opinion are the assessments in line with the current market. Ms. Burns answered yes. District Counsel asked if it was Ms. Burns' professional opinion that there is sufficient benefit received by the parcels from the project equal to or exceeding the assessments and Ms. Burns answered yes. District Counsel asked if it was Ms. Burns' professional opinion that the assessments are fairly and reasonably apportioned across the product types. Ms. Burns answered yes, they are.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Master Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-34 Levying Special Assessments

Ms. Burns reviewed the resolution for the Board. The Board had no questions.

On MOTION by Ms. Schwenk, seconded by Mr. Marone, with all in favor, Resolution 2022-34 Levying Special Assessments, was approved.

iv. Consideration of Notice of Special Assessments

Ms. Burns asked for authorization for District Counsel to record this in the public records.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Notice of Special Assessments and Authorization for Counsel to Record, was approved.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns asked for a motion to open the public hearing.

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On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2022-35 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns noted that this will allow the District to use the Polk County tax bill to collect assessments when the District is ready to do so. The Board had no questions on the resolution.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2022-35 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2022-36 Adopting the Rules of Procedure

Ms. Burns noted that this is the same set of rules that were presented to the Board at the organizational meeting and the proposed rules have not changed between the organizational meeting and this meeting.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, Resolution 2022-36 Adopting the Rules of Procedure, was approved.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Resolution 2022-37 Authorizing the Use of Electronic Documents and Signatures

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Ms. Burns noted that this resolution authorizes District signatories to use electronic signatures on the majority of the District’s documents.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2022-37 Authorizing the Use of Electronic Documents and Signatures, was approved.

SEVENTH ORDER OF BUSINESS Consideration of Assignment of the Construction Contract Agreement

Ms. Burns noted that this CH DEV, LLC entered into an agreement with Q.G.S. Development, Inc. for construction services. CH DEV, LLC requests to assign the agreement to the District, and this item includes documents required to effectuate the assignment to the District.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Assignment of the Construction Contract Agreement, was approved.

EIGHTH ORDER OF BUSINESS Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns noted that they received one response to the District’s published RFQ for Engineering Services from Dewberry Engineers. She suggested ranking Dewberry #1 and authorizing staff to send the Notice of Intent to Award and authorizing the Chairperson to sign the agreement with Dewberry and Dewberry’s work authorization.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, Ranking the Proposals for District Engineering Services with Dewberry Ranked #1, Authorizing Staff to send a Notice of Intent to Award, and Authorizing Chairperson to sign the agreement with Dewberry, was approved.

NINTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Hammock noted that the validation hearing is scheduled for April 28, 2022 at 3:30 p.m.

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B. Engineer

Mr. Malave had nothing further.

C. District Manager's Report

Ms. Burns had nothing further to report.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Adjournment

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

Jill Burns
Secretary/Assistant Secretary

Rennie Heath
Chairman/Vice Chairman