

**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 **Wednesday, August 20, 2025**, at 1:51 p.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, FL 33880.

Present and constituting a quorum were:

Bobbie Shockley	Chairperson
Lindsey Roden	Vice Chairperson
Mike Cassidy	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry
Joey Duncan <i>by Zoom</i>	District Engineer, Dewberry
Meredith Hammock	District Counsel, Kilinski Van Wyk
Clayton Smith	Field Manager, GMS

The following is a summary of the discussions and actions taken at the August 20, 2025, Lawson Dunes Community Development District's Regular Board of Supervisors' Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:51 p.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated no members of the public were present or joining by Zoom.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 21, 2025 Board of Supervisors Meeting and the May 21, 2025 Audit Committee Meeting

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Ms. Burns presented the minutes from the May 21, 2025 Board of Supervisors meeting and the May 21, 2025 Audit Committee meeting. She asked for any questions, comments or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Minutes of the May 21, 2025 Board of Supervisors Meeting and the May 21, 2025 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

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

Ms. Burns stated the Audit Committee ranked DMHB #1. This item will authorize staff to send a notice of intent to award.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Rankings of the Audit Committee with DiBartolomeo, McBee, Hartley & Barnes as #1 and Authorizing Staff to Send Notice of Intent to Award, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns asked to open the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-05 Adopting the District's Fiscal Year 2025/2026 Budget and Appropriating Funds

Ms. Burns stated there is no proposed increase, so it's the same assessment amount of \$1,306.15. She noted they only have 386 units. She pointed out that they are using \$49,496 to offset the assessments for the upcoming year as a carryforward. She explained that the amenity is a little bit behind schedule from when they thought that would open when this budget was adopted, so they have excess funds that was for the amenity that they can apply to next year to offset so that there is not an increase. She noted that this will have to go up at some point, but they don't have a

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reserve contemplated. She explained that for now, until it's built out and everything is done, they can work within the number without a reserve.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Resolution 2025-05 Adopting the District's Fiscal Year 2025/2026 Budget and Appropriating Funds, was approved.

ii. Consideration of Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated this resolution will certify their assessments for collection based on the budget that the Board just approved for operations and maintenance.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Ms. Burns asked to close the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-07
Designation of a Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2025/2026**

Ms. Burns stated the proposed date and time is the third Wednesday at 10:30 a.m. and the location is at the Holiday Inn.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, Resolution 2025-07 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2025/2026, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-08
Spending Authorization Resolution**

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Ms. Burns stated this item outlines spending limits outside of a Board meeting for the Board Chair as well as the District Manager.

On MOTION by Ms. Roden seconded by Ms. Shockley, with all in favor, Resolution 2025-08 Spending Authorization Resolution, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-09 Adopting Amended Amenity Rules

Ms. Burns stated they have revisions to the lakes and ponds portion to address that they cannot use boats, jet skis, paddle boards, or any kind of boat in those ponds. She noted they will also update the access card section.

On MOTION by Ms. Roden seconded by Ms. Shockley, with all in favor, Resolution 2025-09 Adopting Amended Amenity Rules, was approved.

NINTH ORDER OF BUSINESS

Presentation of Fiscal Year 2024 Audit Report

Ms. Burns presented the Fiscal Year 2024 Audit Report. She stated there were no instances of non-compliance, no findings, and it was a clean audit. She added that it was submitted to the state by the June 30th deadline.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, the Fiscal Year 2024 Audit Report, was approved.

TENTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals & Objectives

Ms. Burns stated these goals and objectives are the same as the prior year goals that they adopted for 2025.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Adopting of Fiscal Year 2026 Goals & Objectives, was approved.

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B. Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute

Ms. Burns stated they are on track to meet the goals and objectives for the upcoming year.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, the Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Proposal to Add Amenity Access Card Reader to Secondary Access Gate

Ms. Burns stated the front gate has a card reader, but there is a second gate that does not have a card reader. She noted that they confirmed that it is not part of the scope to add one. She presented a proposal to add an amenity access card reader to the secondary access gate. The proposal is \$2,323. She pointed out that the vender is the same that installed the access system for the main gate.

On MOTION by Ms. Roden seconded by Mr. Cassidy, with all in favor, the Proposal to Add Amenity Access Card Reader to Secondary Access Gate, was approved.

TWELFTH ORDER OF BUSINESS

Presentation of Arbitrage Rebate Report for Series 2022 Project Bonds from AMTEC

Ms. Burns stated the District has to demonstrate that they don't earn more interest than they pay on the bonds. She noted page four of the report shows the negative arbitrage amount.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, the Arbitrage Rebate Report for Series 2022 Project Bonds from AMTEC, was approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board that the ethics training is due by the end of the year.

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B. Engineer

Mr. Malave noted that they were going to be finalizing their annual inspection. He stated they have done the field work and is finishing the letter. He explained that they are hoping to have it in the next few weeks so they can meet their goals and objectives.

C. Field Manager's Report

Mr. Smith reviewed the Field Manager's Report. The first part of his report was the landscaping and pond review. He stated the field staff has reviewed both landscaping and ponds throughout the District and all entrance plantings appear to be thriving in the summer season. He stated some of the palms in the front were trimmed. He also stated Prince is taking care of the weeds and making sure the plants are all thriving. He noted that some of the palms need to be pruned. Additionally, he noted the dry ponds are being taken care of and some trash was removed. The next part of his report is the amenity. He stated the field staff has continued to gauge the progress of the amenity. Since the last meeting, the pool fence, heavy amenity gates, concrete walkway to the parking lot and artificial grass have been installed by the pool area. He added that the pool installation continues to progress with area for the chair lift sectioned off and pool deck completed, both dog parks in the north and south portion of the District have had consistently serviced landscaping and waste stations, and the concrete walkway has been completed for the amenity playground. He discussed the completed and in progress items, which included common area fence repairs by Sand Pine Lane, dog park fencing at the south portion of the District had several minor damages in need of repair, recliner was found on the swale by the Kayak Avenue entrance, and amenity specific signs and panic bar shields were ordered and scheduled in preparation for the amenity opening.

i. Consideration of Proposals for Amenity Center Maintenance**a) Proposal for Pool Maintenance Services**

Mr. Smith presented a proposal for pool maintenance services. This proposal is for three times a week service all year long including chemicals for \$1,800 per month.

On MOTION by Ms. Roden seconded by Ms. Shockley, with all in favor, the Proposal for Amenity Center Pool Maintenance Services, was approved.

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b) Proposal for Janitorial Maintenance Services

Mr. Smith presented a proposal for janitorial maintenance services. This proposal is for two dog stations emptied twice per week, the janitorial services three times a week, and the doggie bags with a count of 200 and will be replaced when needed. Janitorial services will be \$500 a month, trash and pet collection will be \$50 per container, and doggie bags will be \$10 each.

On MOTION by Ms. Roden seconded by Ms. Shockley, with all in favor, the Proposal for Amenity Center Janitorial Maintenance Services, was approved.

c) Proposal for Pest Control Services

Mr. Smith presented a proposal for pest control services.

On MOTION by Ms. Shockley seconded by Ms. Roden, with all in favor, the Proposal for Pest Control Services, was approved.

D. District Manager's Report**i. Approval of Amenity Policy Clarification Regarding Access Card Issuance**

Ms. Burns stated this item was already addressed earlier in this agenda.

ii. Approval of Check Register

Ms. Burns presented the check register for review. She asked for any corrections or comments.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Check Register, was approved.

iii. Balance Sheet & Income Statement

Ms. Burns presented the balance sheet & income statement. No action is required.

FOURTEENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

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FIFTEENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Bobbie Shockley

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Chairman/Vice Chairman