

1 **MINUTES OF MEETING**

2 **LUCAYA**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Lucaya Community Development District
5 was held on Wednesday, March 9, 2022 at 9:32 a.m. at the Lucaya Clubhouse, 14506 Abaco Lakes Drive,
6 Fort Myers, Florida 33908, with Zoom Conference Call available.

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

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mary Carlson	Board Supervisor, Chairwoman
11	Fred Wiemer	Board Supervisor, Vice Chairman
12	Theresa Cleland	Board Supervisor, Assistant Secretary
13	Marilyn Catanese	Board Supervisor, Assistant Secretary
14	Christopher Ramirez	Board Supervisor, Assistant Secretary

15 Also present were:

16	David McInnes	District Manager, DPFM Management & Consulting
17	Meredith Hammock	District Counsel, KE Law Group
18	Carl Barraco	District Engineer, Barraco & Associates, Inc.
19	Todd Wodraska	Special District Services, Inc.
20	Kathleen Meneely	Special District Services, Inc.
21	Mike Smith	Special District Services, Inc.
22	Andrew Mendenhall	Inframark
23	Justin Faircloth	Inframark
24	Jason Greenwood	Governmental Management Services
25	Jordan Lansford	Governmental Management Services
26	John-Eric Monahan	Governmental Management Services
27	Bill Kurth	Solitude Lake Management
28	Preston Heisler	Nature’s Blueprint
29	Cliff Sulak	Resident

30 *The following is a summary of the discussions and actions taken at the March 9, 2022 Lucaya CDD Board*
31 *of Supervisors Regular Meeting.*

32 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for**
33 **agenda items)**

34 Mr. Sulak suggested that the gates should still remain closed during meetings, noting that vendors
35 needing to attend meetings could bypass the gates if they had a point of contact with the Board.
36 Mr. Sulak additionally suggested that meetings should take place less frequently, commenting that
37 each meeting involved compensation that came out of the budget. Mr. Sulak expressed concerns
38 with a lack of progress on Villas II, noting that the rainy season was impending. Mr. Sulak requested
39 for meetings to include a structured question and answer period to directly address resident
40 concerns. Mr. McInnes thanked him for his comments, though requested for audience comments at
41 the beginning of the meeting to be limited in subject to items on the published meeting agendas.

42 **THIRD ORDER OF BUSINESS – Consideration of District Management Services Proposals**

43 Prior to presentations and consideration of the proposals, Ms. Hammock explained that three
44 proposals had been received for District Management for Lucaya CDD. Ms. Hammock indicated
45 that the presentations and discussions could not occur under a closed session format but stated that

46 proposers could step out of the meeting location during other proposers' presentation time
47 voluntarily.

48 A. Exhibit 1: Special District Services, Inc.

49 Mr. Wodraska presented on behalf of Special District Services, Inc., introducing Ms. Meneely to
50 the Board as the proposed District Manager and Mr. Smith as the Operations Manager. Ms.
51 Meneely gave an overview of her experience in city and special district management throughout
52 Florida. Mr. Wodraska fielded questions from the Board regarding organizational structure.

53 B. Exhibit 2: Inframark

54 Mr. Mendenhall presented on behalf of Inframark, and introduced Mr. Faircloth as the company's
55 District Manager based out of Fort Myers. Following Mr. Mendenhall fielding questions from the
56 Board regarding website services, Ms. Hammock noted that this proposal included an additional
57 billing charge for meetings lasting over three hours.

58 C. Exhibit 3: Governmental Management Services

59 Mr. Greenwood presented on behalf of GMS, introducing Ms. Lansford and Mr. Monahan to the
60 Board. In summarizing GMS's structure and services, Mr. Greenwood noted that GMS planned on
61 opening a Fort Myers office, as they were currently serving nine other CDDs in the area. Ms.
62 Lansford gave an overview of her experience in managing both developer and resident boards.

63 Following the presentations from each company, the Board discussed and compared each
64 proposal's costs, offered services, company sizes, and potential conflicts.

65 On a MOTION by Ms. Catanese, SECONDED by Ms. Carlson, WITH ALL IN FAVOR, the Board
66 accepted the District Management services proposal from Governmental Management Services, for the
67 Lucaya Community Development District.

68 Following the motion, Mr. McInnes requested for the meeting to be temporarily recessed.

69 *(The Board recessed the meeting at 10:33 a.m. and reconvened at 10:45 a.m.)*

70 **FOURTH ORDER OF BUSINESS – Business Administration**

71 A. Exhibit 4: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
72 Held February 9, 2022

73 Mr. McInnes stated that these minutes had been revised per comments from Ms. Catanese, and had
74 been distributed to the Board as part of an updated agenda package.

75 On a MOTION by Mr. Wiemer, SECONDED by Ms. Carlson, WITH ALL IN FAVOR, the Board approved
76 the Minutes of the Board of Supervisors Regular Meeting Held February 9, 2022, for the Lucaya
77 Community Development District.

78 B. Exhibit 5: Consideration & Adoption of **Resolution 2022-08**, Designating Officers

79 Mr. McInnes stated that this Resolution would add Amanda Ferguson as Secretary, Jason
80 Greenwood as Treasurer, and Jordan Lansford as Assistant Treasurer to the existing slate of
81 officers.

82 On a MOTION by Mr. Wiemer, SECONDED by Ms. Carlson, WITH ALL IN FAVOR, the Board adopted
83 **Resolution 2022-08**, Designating Officers, for the Lucaya Community Development District.

- 84 C. Exhibit 6: Consideration & Adoption of **Resolution 2022-09**, Designating Registered Agent &
85 Office

86 On a MOTION by Mr. Wiemer, SECONDED by Mr. Ramirez, WITH ALL IN FAVOR, the Board adopted
87 **Resolution 2022-09**, Designating Registered Agent & Office, for the Lucaya Community Development
88 District.

89 **FIFTH ORDER OF BUSINESS – Vendor Reports**

- 90 A. Exhibit 7: Presentation of Nature’s Blueprint February 2022 Landscape Maintenance Report

91 Mr. Heisler asked if the Board had any questions on the report. Ms. Carlson expressed concerns
92 that an area being maintained over the side of the bridge may be under Hamilton II rather than the
93 CDD. The Board requested for the District Engineer to send the CDD property map for landscaping
94 to GMS and District Counsel. Ms. Carlson additionally commented that further clarification was
95 needed with the developer regarding maintenance work responsibilities behind Villas II. Ms.
96 Carlson asked whether the District was due for a new contract with Nature’s Blueprint, and Mr.
97 McInnes stated that he believed the current contract expired at the end of the month, with language
98 relating to an automatic rollover.

- 99 B. Exhibit 8: Presentation of Solitude Lake Management Service History Report

100 **SIXTH ORDER OF BUSINESS – Business Items**

- 101 A. Exhibit 9: Consideration of Barraco District Engineer Contract Addendum No. 11

102 Mr. Barraco gave a summary of the addendum, noting that item D on the percentage of structures
103 to be looked at had changed.

104 On a MOTION by Ms. Carlson, SECONDED by Mr. Wiemer, WITH ALL IN FAVOR, the Board approved
105 Barraco District Engineer Contract Addendum No. 11, for the Lucaya Community Development District.

- 106 B. Exhibit 10: Discussion of Barraco District Engineer Invoice

107 Mr. Barraco gave an overview of invoicing changes for engineering services. Ms. Carlson stated
108 that what she was looking for was specific names of people, particularly related to communications
109 with Taylor Morrison. Mr. Barraco noted that the names, time of contact, and general information
110 on what had been said was information in his possession, and Mr. Ramirez suggested that if
111 members of the Board had specific questions on instances of contact, they could ask for this
112 information personally. The Board expressed approval.

- 113 C. Exhibit 11: Consideration of Solitude Lake Management 3% Rate Increase

114 Mr. Kurth explained the need for the rate increase. Ms. Carlson noted that rates had not increased
115 in the past three years. Mr. Kurth added that the increase would just require Board approval and
116 not necessitate a new contract.

117 On a MOTION by Ms. Carlson, SECONDED by Mr. Wiemer, WITH ALL IN FAVOR, the Board approved
118 the 3% rate increase for Solitude Lake Management, for the Lucaya Community Development District.

- 119 D. Exhibit 12: Discussion of Status of Summit Fire Pump Removal Proposal

120 Mr. McInnes read an email from Summit Fire and Security that had come in from the vendor
121 following the revised agenda. Mr. McInnes noted that the District’s original point of contact was
122 no longer employed by the company, and that the company had indicated that they had submitted
123 a request for permit with the Iona McGregor Fire District which appeared to still be under review.

124 **SEVENTH ORDER OF BUSINESS – Staff Reports**

125 A. District Counsel

126 There being none, the next item followed.

127 B. District Engineer

128 Ms. Carlson recalled that Mr. Ramirez had been asked to meet with Mr. Barraco regarding the
129 drainage behind Villas II. Mr. Ramirez and Mr. Barraco each gave an overview of their findings,
130 with Mr. Ramirez stating that he would be working with the engineer to have a solution to present
131 to the Board by the next regular meeting. Comments were made expressing concerns about
132 timeliness of actions taken, and Mr. McInnes advised that CDD Boards could not make any formal
133 decisions at workshop meetings.

134 C. District Manager

135 Mr. McInnes expressed appreciation for the Board and working with them during his tenure as
136 District Manager.

137 **EIGHTH ORDER OF BUSINESS – Supervisors Requests and Comments**

138 Mr. Ramirez asked whether the process could be started to look at costs for implementing the
139 solution to drainage issues that was going to be developed and presented at the next meeting. Ms.
140 Hammock stated that, at the next Board meeting, the Board could consider authorizing staff to
141 move forward with preparing and issuing an RFP if a formal bid process were to be required per
142 estimated costs, and that the District could schedule an earlier meeting to potentially expedite the
143 process. Ms. Carlson suggested that the District Counsel could get in contact with Mr. Heisler. Mr.
144 Ramirez asked whether the project could be broken up into smaller phases of projects to get bids
145 under the threshold requiring RFPs, and Ms. Hammock advised that statutes could not be
146 circumvented in this way.

147 The Board and representatives from GMS additionally discussed meeting times, and agreed upon
148 future meetings to proceed at 9:30 a.m. The Board additionally discussed scheduled workshop
149 meetings, with Mr. Greenwood stating that were amenable to the months that workshops were
150 planned to take place. Mr. Greenwood added that there was no restriction on vendors attending
151 workshop meetings, though advised that no formal Board action could take place.

152 **NINTH ORDER OF BUSINESS – Audience Comments – New Business**

153 An audience member expressed concerns about issues at Villas II not being addressed with Board
154 action at the next workshop. Supervisor comments were made clarifying that the next scheduled
155 meeting was a regular meeting where motions could be made, and that solutions to Villas II had
156 been requested for inclusion on the next agenda. Mr. Ramirez stated that the goal was to have a
157 solution that could be presented for Board consideration at the next meeting, but a key point of
158 concern was whether the scope of the project would fall within the statutory thresholds requiring a
159 formal RFP process which would require Board consideration of responses to an RFP to be
160 considered at a subsequent meeting.

161 Mr. Sulak suggested placing a sign indicating CDD meetings were in progress, and urged the Board
162 not to hold meetings simultaneously with Master Association meetings. Mr. Sulak additionally
163 commented on statements made regarding landscape alterations that had since been remediated,
164 and budget influence concerns being more focused on the CDD's responsibility rather than solely
165 the amount.

166 **TENTH ORDER OF BUSINESS – Adjournment**

167 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to
168 adjourn the meeting. There being none, Mr. Wiemer made a motion to adjourn the meeting.

169 On a MOTION by Mr. Wiemer, SECONDED by Ms. Carlson, WITH ALL IN FAVOR, the Board
170 adjourned the meeting at 11:42 a.m. for the Lucaya Community Development District.


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

174 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
175 meeting held on April 13, 2022.

176 

Signature
Jordan Lansford

Printed Name



Signature
MARY E. CARLSON

Printed Name

177 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman