

1 **AGENDA REVIEW WORKSHOP MINUTES**
2 **LAKWOOD RANCH**
3 **COMMUNITY DEVELOPMENT DISTRICT 2**
4

5 The Agenda Review Workshop of the Board of Supervisors of the Lakewood Ranch
6 Community Development District 2 was held on Tuesday, November 13, 2018 at 2:30 p.m. at the
7 Lakewood Ranch Town Hall, 8175 Lakewood Ranch Boulevard, Lakewood Ranch, FL 34202.

8 **CALL TO ORDER AND ROLL CALL**
9

10 Mr. Bokach called the meeting to order at 2:45 p.m. and Ms. Ross called the roll.
11

12 Present and constituting a quorum were:
13

14 Peter M. Bokach	Chairman
15 Thomas C. Green	Vice-Chairman
16 Jerry M. Twiggs	Treasurer
17 Michael L. Finney	Secretary
18 Donald R. Avolio	Assistant Secretary

19 Also present were:
20

21 Anne Ross	Executive Director
22 Steve Zielinski	Chief Financial Officer
23 Paul Chetlain	Director of Operations
24 Marie Thompson	Clerk to the Boards
25 Kay DePaolo	Executive Assistant
26 Sehui Kim	Senior Accountant
27 Tom Merrell	Assistant Director of Operations

28
29
30 **AUDIENCE COMMENTS**

31 There being none, the next item followed.

32 **FIRST ORDER OF BUSINESS**

Supplementals

33 The Non-Potable Water Use report was submitted as a supplemental.

34 **SECOND ORDER OF BUSINESS**

Consent Agenda

35 **A. Minutes of the October 16, 2018 Agenda Review Workshop**

36 **B. Minutes of the October 18, 2018 Regular Meeting**

37 **C. Check Register for the Period October 1, 2018 through October 31, 2018**

38 **D. Financial Statements for the Periods Ending October 31, 2018**

39 Mr. Bokach asked for any comments or corrections to the minutes. Mr. Finney reviewed his
40 additions to the minutes which were already incorporated. Mr. Zielinski reviewed the check register
41 and financials.

42 Mr. Green asked if a decision was made regarding the Edgewater entrance. Mr. Finney stated
 43 that after the responses were received during the meeting with Edgewater residents it's his opinion
 44 that the compromise would be to install a low form of stacked stones to give definition around a
 45 raised bed. Mr. Finney will confirm the decision by Thursday with the Cove as they didn't attend the
 46 meeting.

47 **THIRD ORDER OF BUSINESS** **Public Hearing**

48 The public hearing will take place at Thursday's meeting. Mr. Bokach stated that he will not
 49 be able to attend the meeting on Thursday.

50 **FOURTH ORDER OF BUSINESS** **Continued Business**

51 **A. Review of the Old Business Status Report**

52 Ms. Ross reviewed the Old Business Status Report. Mr. Avolio stated that the last irrigation
 53 meter was installed. The gate access control project is still underway in District 2 and they plan to
 54 move to District 5 in January. Mr. Bokach asked for percentages of residents that have come in to
 55 install the new transponder. Ms. Ross stated that of the residents that have been contacted 38% have
 56 come in. Mr. Finney asked to remove the transponder signs in Edgewater. Mr. Chetlain will have
 57 them removed today. Mr. Chetlain discussed the plans for the work on the potable water and gravity
 58 sewer system projects.

59 **i. Cellular Technology Update**

60 Ms. Ross stated that the amendment extends the Memorandum of Understanding and
 61 License Agreement with USA CRAN, INC. for three months. The Board will take action on this
 62 item during the regular Board meeting.

63 **FIFTH ORDER OF BUSINESS** **New Business**

64 There being none, the next item followed.

65 **SIXTH ORDER OF BUSINESS** **Staff Reports**

66 **A. Attorney**

67 No Report.

68 **B. Engineer**

69 The District Engineer's Report was included in the agenda package.

70 **C. Executive Director**

71 Ms. Ross reviewed the Executive Director's report. Town Hall will be closed on November
 72 22nd and 23rd in observance of Thanksgiving. The following employees have anniversaries this
 73 month: Dave Sivia 12 years, Marie Thompson 10 years, Anne Ross 3 years, and John Stewart 3 years.

74 **D. Chief Financial Officer**

75 The Chief Financial Officer's report was included in the agenda package.

76 **i. FY2020 Budget Preparation Package**
77 Mr. Zielinski stated that the FY2020 Budget Preparation package was included in the
78 agenda package and asked the Board to review the dates of the meetings that start in March.

79 **E. Operations Director**
80 Mr. Chetlain reviewed the Operations Report and the District's projects and activities.

81 **i. Gate House Inspection**
82 The Gatehouse Inspection Report was included in the agenda package.

83 **ii. Gate Entry Data**
84 The Gate Entry Data was included in the agenda package.

85 **F. Community Associations Director**
86 Ms. Ross reviewed the Community Association Services Director's report. Two part-time
87 employees, Amy Wallace and Michelle Prater, were hired for the front desk.

88 **G. Community Activities Director**
89 The Community Activities Director's report was included in the agenda package.

90 **H. Safety Committee**
91 Mr. Avolio stated that the next meeting will be on Thursday at 3:00 p.m. There were 3 tickets
92 and 1 warning given in CDD2.

93 **i. MCSO Patrol Report**
94 The MCSO Patrol Report was included in the agenda package.

95 **I. Homeowners' Association**
96 Mr. Bokach received a report from Mr. Miller stating that the fining process was finalized by
97 the HOA Board.

98 **J. Landscape Committee**
99 Mr. Finney reported that the next meeting will be on December 10, 2018 at 9:00 a.m.

100 Mr. Avolio stated that they are waiting for the agreement with SWFWMD for the soil
101 moisture sensor system. An agreement was made on the price for installation at \$215 per unit.

102 **SEVENTH ORDER OF BUSINESS** **Supervisors' Requests and Comments**

103 **A. IDA Report**
104 Mr. Green reported that the IDA Board approved a leasing program with Enterprise for the
105 Operations fleet and will do a thorough review of the program in two years. The IDA Board approved
106 the USA CRAN amendment for the cellular technology. Management from Down to Earth met with
107 the IDA Board at today's meeting to discuss the ongoing issues and their plans to improve going
108 forward.

109 Mr. Twiggs stated that during the CDD5 meeting the gate agreement between CDDs 2, 5, and
110 6 was discussed. Mr. Bokach asked that six months of data be collected to determine if a joint
111 meeting needs to be held or have the agreement reviewed by outside counsel.

112 Mr. Bokach stated that the next workshop to discuss the assessment methodology will be held
113 on December 6, 2018 at 9:00 a.m. Ms. Ross stated that Mr. Cohen confirmed that he will be able to
114 attend the workshop.

115 **ADJOURNMENT**

116 At 3:42 p.m., Mr. Bokach adjourned the meeting.

117



Anne L. Ross, Assistant Secretary



Peter M. Bokach, Chairman

Prepared by:


Marie A. Thompson, Clerk to the Boards