

**MINUTES OF MEETING
LAKE POWELL RESIDENTIAL GOLF
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Lake Powell Residential Golf Community Development District held a Regular Meeting on November 5, 2025 at 10:00 a.m. (Central Time), at the POA Community Activity Room, 1110 Prospect Promenade, Panama City Beach 32413.

Present:

David Holt
David Dean
Kenneth Black
Thomas Balduf
Joel Stephens

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Cindy Cerbone
Chris Conti
Mike Burke
Robert Carroll
Bethany Womack
Courtney Bolla
Terry Olson
Chris Brown
David Fleet

District Manager
Wrathell, Hunt and Associates, LLC (WHA)
District Counsel
District Engineer
Ecologist/District Operations Manager
POA Community Association Manager
Resident/Wild Heron HOA Board Member
Resident/Architectural Review Board (ARB)
Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:00 a.m., Central Time.
All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Cerbone reviewed the protocols for public comments. She suggested the Board and Staff wait to hear public comments and wait to respond to comments related to the ITE Report and the Operations and Maintenance (O&M) Special Assessment Methodology Report until the Consultants present their reports at tomorrow's Special meeting during the public comment section after each presentation. She noted that, under Florida Statutes, the Board is not required

to respond to public comments, but the Board may choose to do so. The Board agreed to proceed with this process.

Regarding tomorrow's agenda, Ms. Cerbone asked if the Board wants to keep or change the public comments three-minute limit per speaker. The Board deferred making a decision until tomorrow.

On behalf of the HOA, resident and Wild Heron HOA Board Member Terry Olson asked for written documentation of how the CDD conservation area and vegetative natural buffers can be trimmed; he wants to disseminate it to homeowners to hopefully avoid further incidents of contractors entering the area to trim vegetation encroaching onto homeowner property.

Ms. Bolla agreed with Mr. Olson and noted that the POA could adopt the written documentation into its Architectural Review Board (ARB) Criteria and it would also be helpful for consistency and reducing the number of queries she receives.

Resident and ARB Member Chris Brown thinks it is important for the CDD to keep the maintenance responsibilities for the portion of Wild Heron Way to Highway 98 that is being turned over to the County, as it would be maintained at a higher level than the County typically provides.

Ms. Womack arrived at the meeting at 10:07 a.m.

Ms. Cerbone recapped the public comments and requests. Ms. Womack stated she will work with the POA on a "Do's and Don'ts for Conservation Areas" written document; similar to the ARB Acknowledgement form that is included in the ARB documents that homeowners execute, which outlines what is and is not allowed in certain areas and was cut and pasted from the environmental permit. She will provide any existing documents and, if needed, create any documents that would help the POA on this matter.

THIRD ORDER OF BUSINESS

Update/Report: Guardhouse

Ms. Bolla distributed and presented her Report. She noted the following:

- The lights on the exit gate were replaced and coated with a material to prevent a third incident of bears removing the lights from the gate.

- The replacement guards were trained in keeping accurate Log in Sheets consistent with the Post Orders. TriCorps is now fully staffed and there have been no major incidents or complaints about the new staff.
- Alexis Williams is the new post Captain.

FOURTH ORDER OF BUSINESS**Review of TriCorps Security Master Services Agreement**

Ms. Cerbone discussed the Request for Proposals (RFP) process, noting that the RFP is advertised and the new contract awarded before a formal termination notice is sent to the existing vendor.

Discussion ensued regarding whether to notify TriCorp that the Board wants a more experienced leader and is considering going out to bid based on poor performance; building in certain minimum qualifications in the Project Manual and Competitive Selection Criteria/Ranking form; the rumor that Tri-Corp's District Manager is the reason for staff turnover; and the current guards being responsive to the POA's training and adhering to the Post Orders.

The Board Members voiced their opinions on the above matters.

FIFTH ORDER OF BUSINESS**Consider Authorization of RFP for Security Services; Approval of Evaluation Criteria**

Discussion ensued regarding determining the next steps.

On MOTION by Mr. Holt and seconded by Mr. Black, with all in favor, authorizing Mr. Burke and District Staff to work with Ms. Bolla to update the Security RFP Project Manual and Evaluation Criteria and to send a copy of the previous Security RFP Project Manual and Evaluation Criteria to the Board, Staff, Mr. Olson and Ms. Bolla to review and submit edits and recommendations to discuss at the next meeting, was approved.

SIXTH ORDER OF BUSINESS**District Engineer: Discussion/ Consideration /Update/Ratification****A. Speed Limit Sign Feedback from County on WHW**

This item was approved at the last meeting and will be removed from future agendas.

B. Drainage Repair Proposals – Covington Bridge (the following to be provided under separate cover)

Mr. Carroll distributed the remediation plans. He expects to receive one proposal today to present at the meeting tomorrow. Two other firms solicited have not replied since this is a small project. Ms. Cerbone stated the Board has the option to approve the project and cost in a not-to-exceed amount tomorrow; thus, leaving Staff to choose the company based on receipt of additional proposals and the cost.

Discussion ensued regarding the Planned Unit Development (PUD) sign the City posted announcing St. Joe's upcoming shopping center project on U.S. 98, the District's inability to enforce the prior Planning Commissioners' requirement to initiate a Cost Sharing Maintenance Agreement with the District for the Covington Bridge, before finalizing any plans, and the importance of conveying the road to the County.

SEVENTH ORDER OF BUSINESS

Discussion: Halff Associates, Inc. Additional Services Confirmation and Change Order [Trip Generation Study Project]

Ms. Cerbone presented the Halff Associates, Inc. Additional Services Confirmation and Change Order for the expert to attend the November 6, 2025 meeting and respond to questions/concerns/comments regarding the Trip Generation Study project. The Report was included in the agenda and posted on the website.

On MOTION by Mr. Balduf and seconded by Mr. Dean, with all in favor, Halff Associates, Inc. Additional Services Confirmation and Change Order, in the lump sum amount of \$1,150, for in-person attendance of the expert at the November 6, 2025 meeting to discuss the Trip Generation Study Project, was approved.

EIGHTH ORDER OF BUSINESS

District Counsel: Discussion/Consideration /Update/Ratification

A. Update: Waterway Signage (No Wake, Speeding)

Mr. Burke stated he is speaking with a former Florida Fish and Wildlife Conservation (FWC) Commissioner to gain insight on how to convince the FWC that additional signage is needed; he is not charging the District for this effort.

This item will remain on the agenda.

B. Discussion: Potential turnover of Wild Heron Way, Guard House to 98

Mr. Burke stated he engaged the surveyor upon receipt of the \$5,500 proposal to survey the locations that he provided. He expects to have the surveys within the next two to three weeks to present at the December meeting. Ms. Cerbone stated the intent is for the CDD to retain landscape maintenance responsibilities after the road is conveyed to the County.

A Board Member voiced their opinion that, in the future, the CDD should pursue getting a stop light installed at the end of Wild Heron Way. He asked if the CDD or County should own it. Mr. Burke stated it would be easier for the County to pursue the Florida Department of Transportation (FDOT) and to own it.

This item will remain on the agenda.

NINTH ORDER OF BUSINESS

District	Ecologist:	Discussion/
Consideration/Update		

A. Discussion: Unmanaged Conservation Lands in Wild Heron

Ms. Womack recalled that the Department of Environmental Protection (DEP) is receptive to giving the District approval to thin out the unmanaged conservation lands adjacent to homes in Wild Heron, subject to the District submitting the required permit application and Management Plan. She presented the maps behind Items 9A and 9BII, which will become part of the application, if the Board decides to proceed.

Ms. Womack discussed the proposed Management Plan and steps needed to complete the application package. She will provide further details, based on the directive that the application modification will be to cover all areas to maximize Firewise safety by removing fire threat from overgrowth, by the February meeting.

This item will remain on the agenda. The Item 9A agenda title will be updated to add “(Further details by the February meeting.)”

B. Update: Conservation Easement Swap - Survey & Legal Status**I. Walking Trails****II. Walking Trails Map**

These items were included for informational purposes.

Ms. Womack stated she is waiting on an update from the Program Administrator about the Office of General Counsel’s response. She will make another call today.

These items will remain on the agenda.

C. FPL Line/Tree Trimming and Other Applicable Fire Wise Protocol

Ms. Womack stated the Florida Power & Light (FPL) Land Manager Representative for the right-of-way (ROWs) assured her they will be on site to assess the area. She will follow up with a call and email after the meeting. Mr. Holt asked for the Representative's email address.

This item will remain on the agenda.

A Board Member asked Ms. Womack to find out if FPL is amenable to issuing the CDD an easement agreement to construct a residential walking trail under the FPL ROW. Ms. Cerbone stated that Item 5BI is on the agenda as a placeholder for the February or March 2026 meeting for the Board to decide if they want to install walking trails and where and, if approved, direct Staff to obtain proposals to add into the proposed Fiscal Year 2027 budget.

Ms. Womack stated the homeowner who was having clearing work done on his property and who was told they cannot extend work into the conservation area has violated the environmental permit. The homeowner's contractors and subcontractors inadvertently entered the area. She will provide the information to Mr. Burke, who will send a cease and desist letter to the homeowner.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2026-01, to Designate the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Parking and Parking Enforcement; and Providing an Effective Date

Ms. Cerbone reviewed the formal rulemaking process.

Discussion ensued regarding the POA's rules that allow construction traffic to park on the ROW to avoid delaying emergency vehicle access and rules to stay clear from the conservation area and resident's private lots and the reasons the CDD should establish the same rules.

On MOTION by Mr. Dean and seconded by Mr. Holt, with Mr. Dean, Mr. Holt, Mr. Stephens and Mr. Black in favor and Mr. Balduf dissenting, Resolution 2026-01, to Designate February 4, 2026 at 2:00 p.m. (Central Time), at the POA Community Activity Room, 1110 Prospect Promenade, Panama City Beach 32413, as the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to

**Parking and Parking Enforcement; and Providing an Effective Date, was adopted.
[Motion passed 4-1]**

ELEVENTH ORDER OF BUSINESS**Continued Discussion: Speeding on WHW**

Mr. Burke conveyed a request that the CDD, in conjunction with the POA, enter into an Agreement with the Bay County's Sheriff's office to provide off-duty patrols. This will avoid confusion as to which entity owns which road. It was noted that the Sheriff's office cannot do traffic enforcement. Mr. Burke was directed to work with the POA Attorney to draft the Agreement with the Bay County's Sheriff's office, which would not take effect until October 1, 2026, but sooner, if possible.

Someone asked for the definition in Section 2 of the Rules Relating to Parking Enforcement, behind the Tenth Order of Business, to be updated to include e-bikes and golf carts.

TWELFTH ORDER OF BUSINESS**Additional Discussion items**

NOTE: The following items are not anticipated to be addressed during this meeting; said items will be discussed during the November 6, 2026 Special Meeting.

- A. Discussion: Halff Associates, Inc. ITE/Trip Generation Study**
- B. Discussion/Consideration: District Engineer Operations and Maintenance Report**
- C. Discussion/Consideration: Operations and Maintenance Special Assessment Methodology**

Ms. Cerbone asked everyone to read the three Reports in advance of the meeting tomorrow and to come prepared with their questions or concerns. She will present two amended budgets based on the information in the Reports. She discussed the possibility of having to continue discussions at the December meeting as Mr. Burke needs to leave the meeting tomorrow at 2:30 p.m., and she is not comfortable continuing without his presence.

THIRTEENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of September 30, 2025**

On MOTION by Mr. Dean and seconded by Mr. Stephens, with all in favor, the Unaudited Financial Statements as of September 30, 2025, were accepted.

FOURTEENTH ORDER OF BUSINESS**Approval of October 8, 2025 Regular Meeting Minutes**

Mr. Dean thinks the same project outlined on Line 246, for removal of downed trees and vegetation on the ROW on Sweetbay Trail, is done at Wild Heron Way between the gate and 98.

Discussion ensued regarding the ability to spray treat vegetation in sensitive areas and Ms. Bolla working with BrightView to commence treating certain sections of Wild Heron Way.

On MOTION by Mr. Holt and seconded by Mr. Dean, with all in favor, engaging New Leaf to remove vine overgrowth between the gate on Wild Heron Way and the ROW culvert to Highway 98, in a not-to-exceed amount of \$2,500, subject to Ms. Womack coordinating with Ms. Bolla that BrightView cannot complete the project prior to Thanksgiving day, at a lower price, was approved.

On MOTION by Mr. Holt and seconded by Mr. Dean, with all in favor, the October 8, 2025 Regular Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS**Staff Reports**

- A. Ecologist/Operations: Cypress Environmental of Bay County, LLC**
- B. District Counsel: Burke Blue**
- C. District Engineer: McNeil Carroll Engineering, Inc.**

There were no Ecologist, District Counsel or District Engineer reports.

- D. District Manager: Wrathell, Hunt and Associates, LLC**

- **Property Insurance on Vertical Assets**

This item is included as a reminder to secure property insurance for CDD owned assets.

- **Form 1 Submission and Ethics Training**

Ms. Cerbone reminded the Board Members to complete the required four hours of ethics training by December 31, 2025; completion of the 2025 requirement will be noted when filing Form 1 in 2026. She will resend the links to free online ethics training courses.

- **UPCOMING MEETINGS:**

- **November 6, 2025 at 10:00 AM (Central Time)**
- **December 3, 2025 at 2:00 PM (Central Time)**
- **QUORUM CHECK**

SIXTEENTH ORDER OF BUSINESS**Board Member Comments**

Ms. Cerbone stated that Mr. Dean asked about options for holding an evening Town Hall meeting where residents can express their concerns and give their comments and recommendations. To avoid any potential Sunshine Law violations, Mr. Dean is proposing scheduling a publicly noticed Town Hall meeting, which would allow all Board Members to attend, if interested. This will require preparing an agenda to open the Town Hall Meeting and having transcribed minutes. No actions can be taken by the Board during the Town Hall, which will be specific to CDD, not POA, matters.

On MOTION by Mr. Dean and seconded by Mr. Black, with all in favor, authorizing Staff to schedule and advertise a CDD Town Hall Meeting for December 2, 2025 from 6:30 p.m. to 8:30 p.m. (Central Time), at the POA Community Activity Room, 1110 Prospect Promenade, Panama City Beach 32413, was approved.

SEVENTEENTH ORDER OF BUSINESS**Public Comment**


Mr. Olson stated he sent a text to some Associate with St. Joe to ask FPL to stop using the private lots and removing fences to access their equipment and to clear their property by the ROW from the back gate to access the property. Ms. Cerbone stated that Mr. Holt will send the drone videos to Ms. Womack.

Regarding the Wild Heron Way turnover, Mr. Brown asked Staff to clarify the starting point is a few hundred feet outside the gate. He asked if anyone knows the cost for a red light on Wild Heron Way and 98, as he thinks various parties might want to contribute. Mr. Holt stated about \$500,000.

EIGHTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Black and seconded by Mr. Stephens, with all in favor, the meeting adjourned at 12:09 p.m., Central Time.



Secretary/Assistant Secretary

Chair/Vice Chair AS CDD CHAIR