

MINUTES OF MEETING
REUNION WEST
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Reunion West Community Development District was held on Thursday, August 15, 2019 at 12:39 p.m. at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida.

Present and constituting a quorum were:

John Chiste	Chairman by phone
Mark Greenstein	Vice-Chairman
Debbie Musser	Assistant Secretary
Michael Mancke	Assistant Secretary
David Burman	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Steve Boyd	District Engineer
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order at 12:40 p.m. and called the roll. Mr. Greenstein, Mr. Burman, Ms. Musser and Mr. Mancke were present in person and Mr. Chiste was present by phone.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We have the budget adoption on the agenda, which will be a separate public hearing. So, if anyone has comments on the budget itself or the assessments, it is more appropriate to have the public comment at that point. If you have public comment on any other agenda item or anything not on the agenda that you want to bring to the Board's attention, now would be the opportunity to do that. Please state your name and address and try to limit your comments to three minutes. Is there any public comment other than budget issues? Hearing none, we will move on.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the July 11, 2019 Meeting

Mr. Flint: Did the Board have any comments or corrections to the minutes?

Mr. Greenstein: No.

On MOTION by Mr. Greenstein seconded by Ms. Musser with all in favor the minutes of the July 11, 2019 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Public Hearing

Mr. Flint: The Board previously approved the Proposed Budget and set the date, place and time of the public hearing. The Proposed Budget included a proposed increase in the assessment, which also required a mailed notice to be sent to all of the property owners within the District. That was done and there were the appropriate notices in the newspaper. First, I will ask for a motion to open the public hearing.

On MOTION by Mr. Greenstein seconded by Ms. Musser with all in favor the public hearing was opened.

Mr. Flint: What is the Board's preference? Do you want to walk through the budget first and then take public comment or take public comment and walk through the budget?

Mr. Greenstein: I think it would be a good idea to discuss the budget and provide a summary overview. Then we can take comments.

Mr. Flint: The budget was posted on the website and provided to the Board. The changes were considered at a prior meeting. If you look at Page 1, Special Assessment and Tax Collector are for the on-roll assessments, the land within the District that has been platted, where we certify the assessments on the annual tax bill. Special Assessments – Direct would be any undeveloped property that's not yet been platted. They would receive a direct bill from the District versus going through the Property Appraiser and Tax Collector. In the current year, you can see the dollar amounts. Those are proposed to go up, as you can see, based on the per unit changes. You can see in the current budget year, the assessment revenue generated is lower. That's a factor of the per unit amounts being lower. We also used \$110,000.

Mr. Chiste: As a follow up on the unit count adjustment, I know that we tried that up as we were getting ready to do this budget, based on the unplatted locations that are still left within

Reunion West. Is there the potential for future unit count adjustments or has this been finalized based on this last one?

Mr. Flint: Based on the fact that we still show about \$200,000 being direct billed, there is still some unplatted property that would be subject to assessments, which would impact the split between Reunion East and Reunion West, but that percentage has been fairly stable from last year to this year. It didn't change. There may be a minor adjustment in the next year or two as the final lots get platted and reflected.

Mr. Chiste: Can we review a detail of that? I know it's not available today, but can we review the detail as of that meeting so we can understand it?

Mr. Flint: Sure.

Mr. Chiste: I know that there was a significant change this year. I just want to understand what the potential would be going towards.

Mr. Flint: Right now, the split between Reunion East and Reunion West is 56% Reunion East and 44% Reunion West. When we started, the allocation based on platted lots, there was more of a 70/30 split. I will get to that when we explain the budget. Just to finish the revenue side, we also used \$110,000 to balance the current year budget. Our current assessments to current expenses, in the current year were not balanced. We actually had to use cash. So, there's the combination of the fact that we are using cash in the current year to balance the budget. There has historically been a change in how costs are allocated between Reunion East and Reunion West based on platted lots. As more lots get platted in Reunion West, that break out has changed over time.

Mr. Chiste: Right now, in Reunion West, Phase 4 has not been finally platted yet.

Mr. Flint: Right.

Mr. Chiste: Let's assume that picks up \$160,000 to \$170,000 of additional lots, right? That's the entity that's paying the most of the \$200,000 of a direct bill. So, if you took that \$170,000 and divided it by the average assessment, what's left? Does it go up or down? Do you know what I'm saying?

Mr. Flint: What's happened up until this year, is we utilized the original development strand, which is much denser than what is actually being constructed.

Mr. Chiste: Sure.

Mr. Flint: As the land has been platted, the remaining planned units have gone to the undeveloped property. So that overall development number was not adjusted. It was whatever

that number was. You platted property and the remaining balance went to the undeveloped property. So, what this budget does, is it brings it in line with what's actually being developed out there, versus what that original development plan was.

Mr. Chiste: Understood.

Mr. Flint: Up until this point, the owner of those undeveloped lands has been saddled with the delta between what the revenue is generating from the platted lots and what the budget is. So, this brings that in line so that all of the property is paying their proper proportionate share.

Mr. Chiste: They are paying their fair share.

Mr. Greenstein: Right.

Mr. Chiste: Okay.

Mr. Flint: Up until this point, the undeveloped land was really subsidizing the developed land because the density of the project as been built out is actually lower than what was originally planned. So that's contributing to this. How this plays out when the final lots are platted, there are also lots in Reunion East that are going to be platted that are not reflected. Some of those may wash each other out.

Mr. Chiste: Okay. That's a good explanation.

Mr. Flint: I think the operational expenses have not changed significantly, but we added a transfer to the Reserve and Maintenance Fund of \$103,000. Basically, that is to fund your Capital Replacement Fund. Up until this point when the Board adopted the budget, you haven't been transferring funds to your capital reserve. There is money in the capital reserve because we moved excess money in the past, but you hadn't actually budgeted that transfer. This budget tries to bring the assessments in line with what the actual development is on the ground. It also includes that transfer to the capital reserve, which you didn't have before. So, the combination of those factors, when you look at it on a per unit basis, the third table on Page 3, the second line from the bottom, shows that a single home has been paying about \$418 per year. This table goes back to FY 2016, but that was the same for several years before that. The proposed change is a result of adjusting and taking that unproportioned burden off of the undeveloped land. That per unit amount would go up to \$736. People that have been here long enough probably remember when that per unit amount was even higher than that and then on the down turn, some adjustments were made. The way the costs were allocated was changed from planned units to platted units, which shifted those percentages. So, the impact on a single-family would be \$265 higher a year than

what the current assessments are. Is there any discussion from the Board before we open it up for public comments?

Mr. Greenstein: No. I think you made the key point.

Mr. Chiste: Yes.

Mr. Greenstein: Basically what we are doing here is what is referred to as a true up.

Mr. Flint: Right.

Mr. Greenstein: We had planned development. The original plan called for a lot more units platted and the density was higher under the original plan and once the properties were developed or under development now, that number is lower. So, the denominator in the equation has gone down and the unit cost has to go up. You can look at it and say for a number of years we were paying on an individual basis, possibly less than what we should've been paying, but now is the time when the property is actually platted, it is our obligation, our responsibility to make sure that everyone is paying their fair share and this is what we have achieved now. There is a small amount that may true up later down the road as you described.

Mr. Flint: Yes, the final.

Mr. Greenstein: But that would be about it.

Mr. Flint: The other thing that some people don't realize is that all of the land, whether its platted or unplatted, is paying an assessment. So, people see more homes and think those homes should generate more revenue. The denominator is not changing. The numerator may increase or not, but in this case the denominator is going down because we are truing it up with actual development. All of the land has been paying. The undeveloped piece, based on planned units was paying a higher amount than ultimately how it developed.

Mr. Chiste: Right because the developer was subsidizing it based on a plan that was never was achieved.

Mr. Flint: Correct.

Mr. Greenstein: Exactly.

Mr. Flint: Alright, it is a public hearing so we will open the floor to public comments. Mr. Bagley?

Mr. Jim Bagley: Thank you, George. Could you walk us through what is the optimal date of the direct bill? For example, what date does the county use?

Mr. Chiste: George, could you paraphrase the question for me?

Mr. Flint: He is asking the timing of the payments of the direct bills.

Mr. Bagley: Is that set by the County?

Mr. Flint: It's not. Its set by the District in the assessment resolution. Historically, 50% has been due on November 1, 25% is due on February 1 and 25% on May 1.

Mr. Bagley: I understand that, but my question was what makes your numerator move around for unplatted versus platted lots? Is that a county calculation or a District calculation? Who made that calculation?

Mr. Flint: The County provides us an Assessment Roll on June 1. That's what we certify back to the County. So, unless they send us a revised Assessment Roll, which sometimes happens, we are reflecting what they provided us on June 1st.

Mr. Bagley: I understand.

Mr. Flint: So if there's a plat recorded after that, it may not be reflected in these allocations. Is there any other public comment?

Mr. Harry O'Swath: Yes. What do these assessments cover?

Mr. Flint: What these cover is the CDD owns all of the roads in Reunion. So, we maintain the roads, the stormwater system in Reunion and landscaping in all of the common areas in Reunion associated with the roadways. We maintain the landscaping on 532 that borders the front of Reunion. We own this building, the stables, six community pools and the guardhouses. The guardhouses are owned and maintained by the CDD although they are operated by the HOA.

Mr. Greenstein: Street lighting.

Mr. O'Swath: So basically the assessment is probably made up of those expenses.

Mr. Flint: Correct.

Mr. Greenstein: Operation and maintenance (O&M) assessments.

Mr. O'Swath: Thank you.

Mr. Flint: So whether you are paying it to us or to a HOA, it would get paid to somebody.

Mr. Bagley: George, do you have the current numerator or denominator for how these assessments move? I know its planned versus platted. Have you guys looked at that?

Mr. Flint: I don't have that handy, but I could provide it to you.

Mr. Bagley: So it was based on the plat amount.

Mr. Flint: Yes. The calculation in here is \$56.44. Let me get to the page.

Mr. Bagley: At some point, you should look at the Development Plan and maybe reassess the numerator.

Mr. Flint: That is correct.

Mr. Bagley: How did that occur?

Mr. Flint: We requested it from the developer. Is there any other comment on the Reunion West budget? Hearing none, we will close the public comment section and bring it back to the Board for any discussion.

A. Consideration of Resolution 2019-12 Adopting the Fiscal Year 2020 Budget and Relating to the Annual Appropriations

Mr. Flint: You have Resolution 2019-12 in your agenda, which would adopt the 2020 budget. If you have any changes or comments, we can incorporate those. If you are comfortable with this budget, which you have seen before, then a motion to approve the resolution would be in order.

On MOTION by Mr. Greenstein seconded by Mr. Mancke with all in favor Resolution 2019-12 Adopting the Fiscal Year 2020 Budget and Relating to the Annual Appropriations was adopted.

B. Consideration of Resolution 2019-13 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: The next resolution has two exhibits, one is the budget you just approved and the other is the Assessment Roll that lists each of the properties within Reunion West and the per unit amounts reflected in the budget. This is merely imposing the assessments that were included in the budget you just approved. Are there any questions on the resolution?

Mr. Bagley: Yes. So, the budget is effective on 10/1?

Mr. Flint: Yes.

Mr. Bagley: This will be reflected on the November TRIM bills?

Mr. Flint: Yes. The November 1st tax bill.

Mr. Bagley: Thank you.

Mr. Flint: Are there any questions on the resolution? If not, we need a motion to approve it.

On MOTION by Mr. Greenstein seconded by Mr. Chiste with all in favor Resolution 2019-13 Imposing Special Assessments and Certifying an Assessment Roll was adopted.

Mr. Flint: Are there any questions on the resolution? If not, we need a motion to close the public hearing.

On MOTION by Mr. Greenstein seconded by Mr. Chiste with all in favor the Public Hearing was closed.

FIFTH ORDER OF BUSINESS

Acceptance of Audit Committee Recommendation and Selection of an Auditor

Mr. Flint: The Board sat as the Audit Selection Committee prior to the Board meeting and ranked Grau & Associates number one, Carr, Riggs & Ingram number two, Berger, Toombs, Elam, Gaines & Frank number three and McDirmit Davis number four. We need a motion to accept the Audit Committee's recommendations.

On MOTION by Mr. Greenstein seconded by Ms. Musser with all in favor accepting the ranking of Grau & Associates as the number one ranked firm to provide auditing services was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Do you have anything else, Andrew?

Mr. d'Adesky: Nothing for Reunion West.

Mr. Flint: I wanted to note for the record that as part of the budget adoption, I received a letter from property owners that live in Canada opposing the proposed increase.

B. Engineer

Mr. Flint: Steve, do you have an update for the Board on your projects?

Mr. Boyd: Yes. The plan for the widening of Tradition Boulevard was submitted to the county, which I will send to George. After we received the survey, we were working on it and realized it didn't have some of the Toho information we needed, but we worked through that and got that plan prepared. I will send a PDF copy to George that he can distribute to the Board. We still have not received any survey, but I set up a georeferenced aerial photo that we obtained. We are going to prepare those plans based on a georeferenced aerial photo and some old CAD files. We are going to get that done and get that in. They will verify elevations when they do the work. I think that's the way to expedite that at this point.

Mr. Greenstein: Steve, you are on a speakerphone and we have a good size audience here today. I want to explain what the projects are about so they can appreciate the comments you are

making. The first one that Steve talked about was the widening of Tradition Boulevard. When you approach the gatehouse from Sinclair Road, there are times when cars could be backed up for inspection from the left lane and it basically impedes or blocks your ability to go to the resident gate on the right hand side. So, we are in the process of doing the permit work, which is what Steve was doing to widen the road. How far from the guardhouse would you say we are starting the widening project?

Mr. Boyd: Well it starts before you get to the landscape island that's dividing it. You have the yellow area that guides you to the right to go around the landscape island. About where that first driveway cut is into the parcel, the development parcel to the south, the one where construction is going on now.

Mr. Greenstein: Right.

Mr. Boyd: So at that point, we are heading into the curve and pushing it to the south, closer to the sidewalk. So, from that point forward, you would have the ability to get in the right lane and bypass anyone that's held up at the gate.

Mr. Greenstein: Okay that's good. So, does everyone understand what we are doing? Because that was an annoying situation. Is there an easement involved?

Mr. Boyd: We are within the existing CDD landscape and utility tract.

Mr. Greenstein: Encore previously indicated if it required any land transfer in order to make it legal, they would do it, but as Steve pointed out, it doesn't require it. It's totally within CDD property. So, we will basically have two lanes going forward so that the folks who have the ability to go to the right will be able to without getting blocked from the people who lined up on the left. We have a question.

Resident (Not Identified): Yes. The GPS is deep into Reunion as an option so I think that the street sign would save a lot of trouble.

Mr. Greenstein: One of our problems is that these are public roads. We have other situations where GPS location services send people to the Liberty Bluff gate in the east that is a resident only gate. No matter how hard we tried to stop that from happening, we can't. So, people just have to learn to turn around when they see the sign. We could always look at signage and see what we can do to improve the situation, but I think people from experience, when I go past that, don't see the long lines we used to have. I think people know it's not going to be a fly through Reunion type situation for them, but we still want to widen that roadway because at times cars can get backed up. We appreciate your comment.

Mr. Flint: With the widened roadway, it gives the guard an opportunity to more closely scrutinize non-residents as they come in.

Mr. Greenstein: Absolutely.

Mr. Flint: Which would serve as a potential deterrent. Right now, you have residents mixed in with non-residents in potentially long stacking lanes and we want to avoid that.

Mr. Greenstein: The other project that Steve was talking about has to do with the mail kiosk on Valhalla Terrace. For some reason, there is no area where people can park and not be in the street or parking at the curb. So, we have a plan in place to create parking so it would not impede traffic from going through and people would be able to get to the mail kiosk. It would be built basically the way that every other mail kiosk in Reunion is built with parking. For whatever reason, that particular one was not built the way all the others were built. Okay, now we are up to date, Steve.

Mr. Boyd: Okay. Thank you for that summary. The other project was to put a four-way stop in Reunion West at Tradition Boulevard. The cross street is escaping me at the moment.

Mr. Greenstein: It's at Golden Bear Drive on the right and Grand Traverse Parkway on the left.

Mr. Boyd: Right. I have been in touch with the county. They okayed it so I just need to prepare a plan. So, I'm working on a signage plan, which will include a couple of things. It will have some advanced warning signs before reaching a four-way stop sign, especially as you are traveling over the bridge. I'm going to give you some additional warning that a stop sign is approaching or you are approaching a stop sign. We are also going to put in some temporary signage in advance of the stop sign being installed to warn people that are used to the area about a pending change in signage. We don't want a stop sign to suddenly appear and residents that aren't used to it, blow right through it. So, we are going to have a warning period. I haven't determined exactly how long that needs to be. We will put up temporary barricade type signs to notify everyone about the change before the stop signs go up. The county has no objection to it.

Mr. Greenstein: That's good. We are talking about Tradition Boulevard, Golden Bear Drive on the right and Grand Traverse Parkway on the left. You have Bear's Den property on the left. You are coming down off of the bridge and coming through. With the Bear's Den development continuing, high vehicular traffic coming through that intersection, needs to be controlled. So, we are going to look at the stop sign approach. We are not promoting traffic lights or anything of that degree. It needs to have traffic control. So, we will make sure that everyone is

aware of it before we do it. Because we have control over it, we can tweak and evaluate the impact of it once we do it.

Mr. Bagley: Is there a plan to do one at Spine Road?

Mr. Greenstein: Yes, on the east side.

Mr. Flint: Do you have anything else, Steve?

Mr. Boyd: That's all I had to report.

C. District Manager's Report

i. Action Items List

Mr. Flint: The only three items were the items that Steve just covered; the mail kiosk, Sinclair Road travel land approaching the guard and the four-way stop. We have the monuments. Alan, do you want to give an update on that?

Mr. Scheerer: Yes. We received six of the seven permits. The one on Golden Bear Drive is being held up and Steve is in the process of trying to find out why. If you drove out there any time today, you will see that they have already blocked the new main entry monument in front of the gatehouse. They are currently laying block on Grand Traverse Parkway and then they will move over to White Marsh Way. We have three more laid out, but are waiting for locates and the final sign off between Mark and I. Maybe after this meeting, we will take a look at the locations and make sure they are in good shape. They will dig them and we are ready to go. So, we are just waiting on that set of monuments. Finally.

Mr. Greenstein: Finally. So, there will be a nice entrance sign similar to the front entrance that will say Reunion Resort and Golf Club. Every neighborhood will have a sign, just like the east side.

Mr. Scheerer: Yes.

Mr. Greenstein: It only took 13 years, but we got it.

ii. Approval of Check Register

Mr. Flint: I provided the July Check Register to the Board for the General Fund and payroll, in the total amount of \$368,019.41. Are there any questions? If not, we need a motion to approve it.

On MOTION by Mr. Chiste seconded by Mr. Greenstein with all in favor the July Check Register totaling \$368,019.41 was approved.
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iii. Balance Sheet and Income Statement

Mr. Flint: You also have the unaudited financial statements through July 31st. No action is required by the Board, but if you have any questions on the financials, we can discuss those. We are 100% collected on our tax roll assessments and 100% collected on all direct bill assessments.

Mr. Greenstein: That's great.

Mr. Flint: Are there any questions on the financials?

Mr. Greenstein: I don't have any.

iv. Status of Direct Bill Assessments

Mr. Flint: The next payment is due in September. All of the payments have been made.

v. Approval of Fiscal Year 2020 Meeting Schedule

Mr. Flint: Each year, the Board has to approve an annual meeting schedule. In the past, you met on the 3rd Thursday of each month at 12:30 p.m. in this location. We prepared a schedule with those dates. If the Board chooses to keep the same dates, you can adopt the schedule. If you want to change it, we can do that as well.

On MOTION by Mr. Burman seconded by Mr. Greenstein with all in favor, the Fiscal Year 2020 Meeting Schedule was approved.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Flint: Is there any other business? Hearing none,

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Flint: Are there any Supervisor requests?

Mr. Greenstein: I think we are good.

NINTH ORDER OF BUSINESS

Next Meeting Date

Mr. Flint: The next meeting date is September 12th at 12:30 p.m.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Greenstein seconded by Ms. Musser with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



~~Chairman~~/Vice Chairman