

**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, **December 9, 2021** at 11:00 a.m. at Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, FL.

Present and constituting a quorum:

Mark Greenstein  
Sharon Harley  
Graham Staley  
Michael Mancke

Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Tricia Adams  
Kristen Trucco  
Alan Scheerer  
Victor Vargas  
Mike Smith  
Nicole Ailes

District Manager  
District Counsel  
Field Operations Manager  
Reunion Security  
Yellowstone  
Yellowstone

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll. Four Board members were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams: Let the record show that we do have a physical quorum and the next item on the agenda is a public comment period. I do not see any members of the public present indicating they would like to make a comment.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the November 11, 2021 Meeting**

Ms. Adams: Mr. Chairman, we have the minutes from November 11th included in the agenda packet. These have been reviewed by staff and I am happy to take any comments or corrections should there be any.

Mr. Staley: On page 11, one of them is talking about 50 years, it's actually 15 years rather than 50.

Ms. Adams: We'll make that change on page 11 from 50 to 15.

Mr. Staley: There is something a little bit more humorous on page 21. We jokingly said, people are driving like Arnold Schwarzenegger. But when it was minuted it was "burst through some sort of armored shorts." I'm not quite sure where that came from.

Ms. Adams: Where are we? On page 21?

Mr. Staley: I would say armored shorts and Arnold Schwarzenegger sound somewhat similar. That whole paragraph, you may take a look at it.

Ms. Adams: We'll review the recording and make the necessary corrections. Any other meeting minute corrections? Do we have a motion to approve?

On MOTION by Mr. Mancke, seconded by Mr. Greenstein, with all in favor, the Minutes of the November 11, 2021 Meeting, were approved as amended to include Supervisor corrections.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Data Sharing and Usage Agreement with Osceola County Property Appraiser**

Ms. Adams: The next item is consideration of data sharing and usage agreement with Osceola County Property Appraisers office. This is an annual agreement that has been presented to the Board each year. Osceola County, like other governments, does have a process when there's certain classifications of citizens that benefit from public records exemptions such as law enforcement personnel. We're agreeing that we're going to be complying with the exemptions that Osceola County has and that we won't publish those exempt records. Kristen, do you have any comments?

Ms. Trucco: I think you covered it. Normally, people that fall in this category that are exempt from public records for confidential reasons are, for example, police officers, judges, and

some celebrities can get the exemption as well. This is just a formality, we have to comply with the public records exemptions.

Mr. Greenstein: It is an annual exercise, comply annually?

Ms. Adams: It's annual.

Mr. Greenstein: Okay. It looks familiar.

Ms. Adams: It is, yeah. It was a new law maybe three years ago?

Mr. Greenstein: Yeah, that's what I'm thinking.

Ms. Trucco: It was amended recently, October 1st, but I don't know when it was initially enacted. We have to comply with it so we're just looking for approval.

On MOTION by Mr. Greenstein, seconded by Ms. Harley, with all in favor, the Data Sharing and Usage Agreement with Osceola County Property Appraiser, was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2022-02 Authorizing the District Manager, Treasurer and Assistant Treasurer to Execute the Public Depositors Report and Further Authorizing the Execution of any and all other Financial Reports**

Ms. Adams: The next item is an administrative matter. We're presenting Resolution 2022-02 and this authorizes the District manager, Treasurer, and Assistant Treasurer, who have been appointed by the Board of Supervisors as officers to execute the public depositors' report and execute any other financial reports. From time to time there are financial documents that are required by Florida statutes to be filed with the state. Previously, we just had the ability of the Treasurer to sign, but we need to expand that in order to ensure that we're always filing these statutorily required financial documents in a timely manner. In addition to the Treasurer, it would be the District Manager and Assistant Treasurer who can sign these required depositor reports and that type of document.

Ms. Trucco: I could just add, too, that that public depository law is Chapter 280, and it requires counties, cities, special Districts, Community Development Districts. Obviously, we're a Community Development District. When we deposit money into a bank, that bank needs to be a qualified public depository as deemed by the Chief Financial Officer of the state. There are certain

requirements to meet that criteria, they have to have insurance and other indemnification requirements. Again, this is another formality that the District has to file these forms to the Chief Financial Officer of the state verifying that our money is indeed in a qualified public depository.

Mr. Greenstein: I'm just curious, was there an update, or a revision to Chapter 280 or was there an administrative event that occurred?

Ms. Adams: There was an administrative event. We had a key person out on extended sick leave and we needed to ensure that we have the ability to file everything in a timely manner.

Mr. Greenstein: That sounds straightforward.

On MOTION by Mr. Greenstein, seconded by Mr. Staley, with all in favor, Resolution 2022-02 Authorizing the District Manager, Treasurer and Assistant Treasurer to Execute the Public Depositors Report and Further Authorizing the Execution of and all other Financial Reports, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Ms. Adams: We do have staff reports scheduled on the agenda and Kristen is here this morning.

Ms. Trucco: Yes. Thank you. Fortunately, and this is a good thing, I don't have any legal updates for this Board. Nothing has come to our attention that needs to be addressed so that's it. If anyone has questions for me, I can certainly answer them but otherwise, I don't have an update for the Board simply because there's not been any legal issues that have come across.

Ms. Harley: Did you have a chance to look at the letter that I sent?

Ms. Trucco: About the domain?

Ms. Harley: Yes.

Ms. Trucco: The road construction?

Ms. Harley: Yes.

Ms. Trucco: Yes. We're reviewing it. We could provide an update on that next month.

Ms. Adams: That communication was not directed to the District but directed to residential stakeholders within the District.

Ms. Trucco: Okay. Thank you.

Ms. Adams: Any other questions for Kristen? Hearing none, we will move on to the engineer.

**B. Engineer**

Ms. Adams: I don't think we have Steve on the line, do we? Okay. Based on the agenda, it did not look like it merited the District engineer attending the meeting, he'll be in attendance at Reunion East today. Based on the agenda I suggested he didn't even need to call in, but of course if he had something to report he was going to call in. I don't hear him on the line so we don't have the District engineer in attendance nor do we have a report this morning, but I am happy to convey any information back should that come up during the action items list presentation.

**C. District Manager's Report**

**i. Action Items List**

Ms. Adams: Under District Manager's report, we do have the action items list included in the agenda packet, and I also have a supplemental handout that we'll go through this morning. Included in the agenda packet under tab number 1 is the action item list. It does start with Reunion East CDD on page 1 and the first half of page 2. Then the projects for Reunion West CDD start midway through page 2. Just to provide an update, first of all, on those two parcels that are being developed into amenities, we have the development of a playground and the development of an outdoor fitness center underway. These projects have been approved in substantial form by the Board of Supervisors, including the ordering of the equipment. That equipment order is in process and is in production. However, the vendor has cautioned me based on the current situation that we shouldn't expect delivery and installation until around May 2022. In the meantime, Alan is going to be working on some of the other infrastructure issues. We will want to have a good understanding of where curb cuts and sidewalks are in order to place the equipment. We'll also need concrete pads for the benches and trash receptacles and the playground will have fencing, and we'll also be reviewing amenity policies and signage to replicate what we have over at Reunion East for the playground. We'll take care of some of those other accessories and support infrastructure issues and be ready to receive that equipment and get that installed as quickly as possible. But they are cautioning us that everything's taking a little bit longer than it normally does. They said right now it's taking about twice as long as it normally does. We're calibrated for May.

Mr. Staley: Because originally when we were talking about it in October, they said, "Don't expect it until January." Now when you signed the contract it's pushed out?

Ms. Adams: Yes, it is.

Mr. Staley: So, there's nothing you can do?

Mr. Greenstein: No. But again, if we can prep the area because with all the infrastructure it is frustrating that it takes as long as it does.

Ms. Adams: Yes.

Mr. Staley: They didn't mention supply chain in the conversation. That's the standard excuse these days. Lack of clarity in the supply chain.

Ms. Adams: We've done our part with the deposits and getting the order executed and the agreement executed. Alan, did you have any comments regarding the infrastructure installation or anything?

Mr. Scheerer: It's a little too soon for that right now. When they lay out the playground, we'll have an idea of the fencing and then how we need to get the sidewalk done, like you mentioned earlier the pads for the trash cans and the parking. Those are relatively easy fixes.

Ms. Adams: Sounds good.

Mr. Staley: I presume this equipment is coming from overseas, isn't it?

Ms. Adams: I don't know. I had the impression that it was manufactured domestically but let me check with the vendor. They're very responsive and I'll be happy to let the Board know.

Mr. Staley: I'm just thinking if this was me, I would just want to know why? This is standard equipment, it's not custom. I just wonder if we're getting pushed down the list.

Ms. Adams: It is standard equipment but they don't prefabricate the equipment. They're custom fabricated. There's a lot of specificity to the two colors that are included with the fitness equipment and the colors that are included with the playground and shade structure, so it's clear that they're fabricating according to this order. The next item on the action item list is the Encore transition at Reunion West. I believe it was during last month's meeting that Supervisor Harley noted that the HOA at Encore was having an election. I have been contacted by the property manager on behalf of the new Board. They were setting up a date in January for the Board to interface in regards to any pending transition matters, as well as the enforcement of the parking rules that the District has adopted. I expect to have a report for the Board after that meeting regarding potential implementation of signage or other traffic parking enforcement matters that

would be impactful for the District. Also the pond maintenance agreement that was approved last month, pond treatments have already started. Alan, did you have any remarks on that?

Mr. Scheerer: Nope.

Ms. Adams: Any questions regarding any of those matters? I did touch base with FMS and they anticipate having an update in January regarding the current market conditions and their recommendation as far as timing with the bond refunding that is underway. Also, there was a question last month regarding the assessment area. The way that the 2004 bond was ultimately funded is that this assessment area is basically within the entire District boundaries and the lots that were platted first were assigned that debt first. It's not necessarily congregated to one geographical area but it's throughout the District. In order to communicate with the residents who will be impacted with the lower debt service, it makes sense to plan for a letter once the deal is finalized, sent just to those residents in the assessment area that's affected to notify them that they'll have a lower debt service fee on their tax bill. Otherwise, they may not realize it until they get their tax bill next year and even then they may not realize that it's a lower debt service fee. We'll want to plan for that once the bond is closed.

Mr. Staley: That's an easy exercise for you to identify. Was it not?

Ms. Adams: No. I have a copy of the tax roll and I was reviewing that very recently. It's very clear which parcels are assessed 2004 or another debt series and that's something that my colleagues are very adept with -- communication to just a certain group of residents who are assessed with a particular debt issue. There will be a fee in terms of the postage and we prepare the main letter and then provide a spreadsheet and the mail service sends that out. I think it's somewhere around a dollar per letter, but it is well worth it to let residents know that the District has refunded for a low interest rate to take advantage of the historically low interest market that we're currently experiencing and that as a result, they'll have a lower debt service fee until that bond matures. That's good news.

Mr. Greenstein: When we first set out on this course in our higher level, I still consider this a high-level discussion because we haven't gotten far enough down the road to where we have specific recommendations for Board action, but one of the things I guess that was thrown out as an option would be how we treat the benefit, let's just say or reduce that service. That was an option. I don't know if we have that option because it only seems that only affects a certain part of

the CDD. It wasn't funding that was for general purposes or for common area or anything like that. There were certain properties that were excluded from it. Let's just put it that way.

Ms. Adams: Well, I did review the Engineer's Report for the 2004 debt and I also reviewed the assessment methodology report and I review the list of qualified projects and its road installations and water system installation, so there's some overall benefit to the District regardless of if a particular property is assessed. The 2004 debt or later debt. Does that answer it?

Mr. Greenstein: Well, so what I'm leading to is I thought because we were looking at the reserves, that it was still feasible for us to consider not lowering the actual project fund.

Ms. Adams: Are you talking about generating projects funds instead of lowering debt service fees?

Mr. Staley: The target is the three-year plan. If we do a five-year plan and see we've got a problem with reserves, we may decide, we would like to take this saving and help supplement the reserves.

Mr. Greenstein: Right. When we look at the per property impact, it may not be substantial enough. Though if you were saying to everyone, this action is going to lower your bill by \$300, \$500, a significant number, not \$58.22 or whatever the number is. In the aggregate, it may have more value to apply it to projects to reserve basically shore up an area that had been unfortunately relied upon to function in prior years rather than reach out to those properties and say, well, your debt service is going down by a \$100 a year or whatever. It's less than \$10.

Ms. Adams: You bring up a good point. Ultimately, it's a policy matter, but the Board has two choices. There's the straight refunding, where you're taking the higher interest debt, refinancing that with a lower interest rate and passing that savings on to their residents of the assessment area. The other type of refunding is that the District could take the savings and extract project funds. I do want to say that the project funds are restricted, and Kristen will comment on this too; there's typically timelines where 80% of the project funds must be used within a certain number of years, whether that's two, three, four or five years. Also, when you're refunding, the projects need to tie back to the original Engineer's Report and those qualified improvements. Staff looked at those parameters and the complexities that would arise as well as the absence of an urgent high dollar project facing this District in the imminent future. I think we've gone down the path of the refunding in order to pass that savings on to the residents versus generating cash for the District to use for project funds. We've started down that path.



Mr. Greenstein: Basically, our ability to just replenish the reserve fund is not on the table.

Ms. Trucco: That may have to be a separate effort and we probably have to look back to the initial bond indenture for the 2004 bond issuance because there's probably terms in there that are very specific about if you refinance, it has to be by the call or it has to be after the call date, which we've met and that's why we're able to pursue refinancing. Then there may be other criteria too. To assess, that would essentially be where we are refinancing these bonds, the result of that is lower assessments potentially. Now, to put it towards a capital project or a project, you are changing the initial 2004 project that those bonds were designed to fund. There are some implications there that we'd probably have to look into, maybe consult with bond council about something special. But if you wanted to designate more money for reserve, we could assess people on that assessment area, an additional assessment, for more reserve, a different project or something like that. But it's probably something that we need to look at.

Mr. Staley: That's a valid point, the way you explained this. I think from a commonsense perspective, owners might be a bit disappointed. They have been paying the higher rates of interests for these bonds but they are just enjoying the same facilities as everyone else. Now, any saving that they might get from a lower assessment is going to fund more including goods for everyone to enjoy. Putting it very simplistically, it doesn't seem fair. Forget the legal side of it.

Mr. Greenstein: I'm not saying that I personally am looking to move in a direction other than one which in all likelihood will lower one's debt service but I think we just need to, since I wasn't sensitive to the limitations.

Ms. Adams: There are some complexities there.

Mr. Greenstein: Hopefully between now and the January meeting when we will get the update from FMS, that we can put that to rest so we know exactly what we can do, can't do, how we do it and then when they work the numbers and we see what we're talking about.

Mr. Staley: It is \$200,000 a year.

Mr. Greenstein: They did estimate, so how many?

Ms. Adams: A couple of things for the Board to be aware of; just based on other Districts that have recently generated project funds, that funding goes into a project fund designated account. It doesn't go into your R & M fund. There needs to be specific projects that are tied to that exact amount and there's a timeline on when that monies need to be spent down. Also, if it's perceived that there's overall benefit to everyone in the District, everyone could be subject to the

new money portion of that debt. Now, I'm not saying that's the case. I'm not an attorney and I'm not a bond attorney, but I'm telling you about my experience with other Districts and I just want to caution the Board that there may be some hurdles there that the Board ultimately determines are not worth that type of effort or that type of constraint.

Mr. Staley: That sounds like it could be a good outcome. Listening to both of you talk about it, that sounds like common sense.

Ms. Adams: The track that the District is on right now, is that refunding with the intention to lower the debt service fee and we'll certainly ping back FMS bonds and they can present information that would perhaps provide some other options. But there may be some impediments there that the District ultimately decides are not worthwhile. The parking rules at Encore, I think we've talked about the security team. Victor Vargas is the director of security and they're actively monitoring the parking situation at Encore Reunion West and providing feedback and I'll have an update once I meet with the HOA in January. The nearby development, I did get an email from the county planning office this week. I believe that they indicated that there's actually three pre-application requests that are impactful for this parcel, and there's only one of them in review status. Again, this is the pre-application phase, so nothing is happening imminently and there will be quite a bit of notice to the District should ultimately there be some rezoning or other changes that would be required to accommodate the development. But right now it's in pre-application and only one application has been submitted and is in review status.

Mr. Staley: Just for your information. I thought of this anyway. The 99-acre plot of land for this development, in the initial outline that they filed, they had the Sinclair Road extension going right through the middle of that. That was their preferred route as opposed to coming down south so to speak. Whether they have influence over that we'll find out with time.

Ms. Adams: Absolutely.

Mr. Greenstein: Works for me.

Mr. Staley: It works for me.

Mr. Greenstein: It makes sense because as far as getting access to this new development, you have Sinclair Road that basically runs through it just like Traditional Boulevard or Reunion Boulevard runs through Reunion and they can create the same feel for it. Because it is going to be a four-way. In fact, it'd be bigger than what we have originally in each direction.

Mr. Staley: We'll think about it. They did send out a note. The county sent a note out to all residents.

Mr. Greenstein: We had Artemis send that. It was an update from the county.

Mr. Staley: I can't remember if it was the county or Artemis but on one of those two pieces of information that came out, they actually talked about three routes.

Mr. Greenstein: I didn't pick up on that.

Mr. Staley: I've seen there's yellow, orange, and green. They only presented the two routes through here, the yellow and the orange. I've written to the consultant saying, where's the third route? They haven't replied to me yet.

Mr. Greenstein: I still like to Google Maps. I mean, I want to know exactly what street is.

Mr. Staley: Two sounds a little bit confused. Martha knows that route, but three routes from nowhere. It's very efficient. It's in one of the communications that was sent out.

Ms. Adams: I believe we distributed that packet to the Board members and then the Chairman requested it was sent to Artemis for distribution to residents.

Mr. Staley: I certainly got a letter directly from the consultants, I don't know if anybody else did. Maybe it was just to the Board.

Mr. Greenstein: Refresh my memory. Who's the administrative support person?

Ms. Adams: Monica?

Mr. Greenstein: Yes, Monica.

Mr. Greenstein: She sent it out to the Board members.

Ms. Adams: Yes.

Mr. Greenstein: That's when I then forwarded it to you and to her throwing out the idea that I think this is good community-wide information and let Artemis send it out, and of course, it came out as if it was from the HOA team, which is fine by me, I don't care.

Ms. Adams: It's not unlikely that the Board members may get direct communication from Kimley-Horn or from other consultants who are familiar with the Board members and your input on this project. They do plan to come back to the Districts once they have more feedback and are ready for more formal feedback regarding the proposed alignment options.

Mr. Staley: It was a letter that explained the impact on the residents. For example, the southern-most route impacted 13 blocks, and happy trails, and led to three relocations. The more

northerly route led to three, in fact, and no relocations, and this new one, green, really was a mixture of both. I will send it to you.

Ms. Adams: Yeah, we'll review it and see if that's new.

Mr. Staley: I got a second letter from the consultants. I'll send it to you.

Ms. Adams: Supervisor Harley earlier brought up communication that some residents have received in regards to eminent domain issues and that's as a result of these proposed alignments circulating in the public arena. There are some eminent domain attorneys who are reaching out to residents. I've seen communication from multiple attorneys, not just one eminent domain attorney. We'll continue to track that and I can add that project to the action item list if Board members would like to.

Mr. Staley: To promote transparency, I will send the letter to you too.

Ms. Adams: Thank you. I appreciate that. But just for tracking purposes, we'll add this Sinclair extension and I can keep in touch with the Kimley-Horn consultant who's assigned to the public comment collection at this point. The Sinclair gate, there haven't been any changes since the last meeting in terms of security operations or maintenance of traffic or columns or signage, we're just continuing to monitor this. Any comments from security regarding the Sinclair gate?

Mr. Vargas: It is doing better now, the issue that we have in mind it looks like somebody is driving in before ten o'clock with their hand out and they start hitting all of the traffic cones. Then we have to go rebuild them, that's what they do every night, so we are keeping an eye on that.

Ms. Adams: The Duke Street lights, I think an update came in right after last month's meeting and I forwarded that or Monica may have forwarded that to Board members regarding two outstanding projects. One at Whitmarsh Way for Reunion West and then one in Reunion East. We'll continue to monitor that, but that should be closing out fairly soon. The Sinclair beautification is on hold until after the TECO construction for the gas line. Once that's done, then those Ribbon Palms can get ordered and installed. They have been approved and everything's teed up for that project. The issue regarding trash and dumpsters is here just for tracking purposes. We have this project officially on hold and the HOA is looking to resolve the residential trash issues to the best extent possible. Any comments or questions from Board members on that matter?

Mr. Staley: I noticed on Thanksgiving that it was noticeably tidier, cleaner.

Ms. Adams: Nice.

Mr. Staley: I think that's because David said in the last meeting, he was having daily trash collections.

Ms. Adams: That's good news. The five-year R & M plan, I have one year sketched out that I have a separate handout and will go through with Board members. The TECO gasoline project is underway and hopefully, it will be wrapped up by 2022. Any comments on the project from our field operations?

Mr. Scheerer: The I-4 crossing is scheduled to be completed today. We had mentioned that there may be a 24-hour window on Wednesday. I communicated with Travis, the project manager, yesterday in advance of the meeting. Everything is going smooth. I haven't seen a lot of traffic problems going on. They're doing a good job with the O & T as well as the pedestrian traffic, it seems to me. Then they'll move on to the rest of the project, going all the way to Sinclair Road to the Palmilla crossing, they are still shooting for completion by Christmas.

Mr. Staley: It looks very professional and tidy.

Mr. Scheerer: I think a lot of pre-con meetings are always good. They've been very open and honest with us and the procedures and everything, including Diane Foss with TECO as well. It's been a good partnership so far.

Mr. Staley: I mentioned this to you Alan, on the corner of Twin Eagles Loop there are four huge methane tanks. They are pumping methane into the ground apparently to purge the lines because of this construction. It has caused some concerns with residents because the fire trucks had to come in the other day to make sure there wasn't a major leak.

Mr. Scheerer: I'll reach out to Travis and see if there's anything we need to worry about. He gave me no indication that it was a problem. They said they would probably be staging some tanks.

Ms. Adams: I think that was before the project started that that particular incident occurred. Is that correct?

Mr. Staley: Well, possibly it was last Saturday. I think the sewage leakage smelled.

Mr. Scheerer: It's probably just popping up in and out throughout the pipes, but I don't think it's anything to worry about. If you want more information, I'll be happy to see.

Mr. Staley: I just wanted to bring it to your attention.

Ms. Adams: In terms of feedback from residents, I've gotten more communication coming to the office regarding internet outages than I have regarding gas line construction. Good on TECO for maintenance of traffic and managing the construction aspects.

Mr. Staley: I also think the communication and getting ahead of it is helpful.

Ms. Adams: Yes. It prepared residents for the worst.

Mr. Scheerer: We appreciate TECO and the contractor reaching out to everybody well in advance of the projects starting.

Mr. Greenstein: Their hours of operation seem to be fairly conducive to traffic patterns. Because I'm sure if they started early enough to where you're hitting commuter traffic coming in and out of Reunion, you'd have long backups at the sign man because they have to control traffic over the bridge so it's great to hear. Then when I approached it, it was orderly. I had to wait maybe two minutes tops, not even and that's reasonable when you're controlling traffic one-way.

Mr. Scheerer: One of the big things that I really didn't mention was probably just give a shout-out to Encore. They've allowed the contractor to stage all their equipment in their holding yard across from the waterpark. That makes a big difference from keeping vehicles and trucks and stuff on the road with reflective cones and stuff. I met with Rick Feather in advance of this as well, and he was gracious enough to give the guys the code to stage all their equipment in and out of the space inside the holding yard across from the waterpark. So that was a benefit to everybody.

Mr. Greenstein: That's great.

Ms. Adams: Yeah.

Mr. Greenstein: We'll have to send them a thank you note.

Mr. Scheerer: I sent them one.

Mr. Greenstein: It's a practical thing, but it makes a big difference because we were visualizing all equipment and blockages to the roadway and so far, it's been very manageable.

Ms. Adams: Good. The Internet access in this building, Heritage Crossings, in order to conduct Zoom meetings, Reunion Resort has indicated it will take them a few months in order to fully support that. But as early as the January meeting, they're going to be setting up some loaner equipment that will allow for high-speed Internet access and the ability to hold the meetings on Zoom. For the January notice that goes out to residents will include a Zoom link and we'll configure the Board tables just a little bit differently in order to allow a little wide-angle camera to pick up the entire Board. I'll sit at the end, but we'll work out all those logistics next month.

Mr. Staley: I could be mistaken, but I don't think a reminder went out this week. I never saw it. The reminder about today's meeting didn't go out.

Ms. Adams: I was copied when Monica sent that to Artemis. Thank you for making me aware.

Mr. Staley: We missed a couple of them.

Mr. Greenstein: Yeah, I think you're right. I don't remember seeing them either.

Ms. Adams: Thank you for making me aware, I appreciate that. That's the last item on this list. Any questions? Otherwise, we'll refer to the other document which is a spreadsheet which was distributed under separate cover. It was a handout this morning. I do have some further information, and then with the next month, what we'll do is a five-tab spreadsheet where each worksheet can represent a different fiscal year as we're starting to work on the next year's budget. We have a list here of projects that the Board is likely aware of. Some of these projects were included in the budget adoption and some of them have come up subsequent to the budget adoption and the Board has discussed or explicitly approved. The first section of projects are the exteriors of the main guard houses at various entrance points, various exterior structures. All of the exterior work with pressure washing, painting and stucco up through that homestead pull, we anticipate that being completed by April. The rebuilding of the roadway arbors, we anticipate that being done by June. The homestead pool pavilion repairs have been completed. The Seven Eagles functional fitness center, we're expecting that equipment to be delivered by March. We had a couple of projects with Reunion East right now where we're working on resident only gate access between Reunion East proper and Reunion Village. We probably need to up the anticipated spending on this project. Initially the thought was that maybe one gate, however, it will likely be two separate gates that are in the direction of traffic. Reunion East is going to be reviewing a design plan for that at their Board meeting today. Once we have that, we can get some more feedback from the District engineer regarding potential costs and to be frank, we are not certain of the timing of this project, if it will be completed this fiscal year or early next fiscal year. We're just waiting for more information from the District engineer on that.

Mr. Greenstein: I will ask you this since obviously it's subject to interlocal.

Ms. Adams: Yeah.

Mr. Greenstein: I'm trying to figure out how to get to the point. We are going to be able based upon the survey, there's adequate land to have an effective turnaround.

Ms. Adams: The District engineer will be updating Reunion East Board members today regarding this.

Mr. Greenstein: So you don't know that yet. The whole idea is that we have to control traffic in both directions. We know on this side of the bridge, basically, the Whisper Way Villas side of the bridge, there is adequate area. If someone who is not authorized to go over that bridge, they can make a U-turn and then leave the area. We need the same exact capability on the Reunion Village side, and that's why we ordered a survey of the area adjacent to the entrance to the bridge to determine the existence of land and the ownership of that land and then we can project appropriately.

Ms. Adams: Yeah, exactly.

Mr. Greenstein: Again, I'm glad we're getting closer.

Ms. Adams: We'll figure this out as more details become available as far as the costs and timing there. The access control for Carriage Pointe, the Reunion East Board has approved a remote monitored system for Carriage Pointe and we're currently working on the installation of that. We're working through the administrative agreement issues and we're anticipating that project to be done in the first half of the calendar year.

Mr. Greenstein: Just for edification of the Board, if anyone drove over to Carriage Pointe, they know that we basically had no access security on Carriage Pointe. You would just approach the gate, and the gate would open. Now we're going to have a setup similar to what's over Encore Reunion West where it'll be monitored by security via camera and there'll be, of course, resident access without any involvement with personnel. But if a private citizen or someone else or a delivery truck didn't have resident access, then the gate would have to be opened by security personnel remotely.

Ms. Adams: Exactly.

Mr. Greenstein: That was overdue.

Ms. Adams: Regarding some pool improvements, we have five pool gates that ultimately need to be installed. One has been approved. The cost for the one was about \$7,200 and that's for Carriage Pointe. We're using that as a pilot program. We have a new manufacturer or fabricator who's taking on that project. Once that's successful, we anticipate the other four gates would be scheduled hopefully around the same proposed cost or less. There is pool furniture for The Terraces that have been ordered. The lead times are running long for pool furniture right now, but we're



hoping to have that installed by March. Pool resurfacing for Heritage Crossings A and B is scheduled for the spring before the temperatures warm up and we get to peak use there. The three pool heaters are budgeted as a place holder. This is the average number of heaters that need to be replaced each year. So far, we're not aware of any that imminently need to be replaced but this is budgeted based on history. We have funding set aside for no parking signs. This is for Reunion West Encore as well as Reunion Village, as well as some signage at Carriage Pointe in order to fully implement the District's parking rules. Then we've already touched base regarding the playground and fitness area, and we're hoping to get that completed by May.

Mr. Staley: Tricia, what you said about the Seven Eagles roof replacement. Is that April?

Ms. Adams: No, thank you. I skipped right over that.

Mr. Scheerer: It's June.

Ms. Adams: Yeah.

Mr. Scheerer: We've got a pretty good scope already for Seven Eagles, it'll just be a matter of getting it out to some qualified contractors and then we figured that we want to try to get it done before hurricane season.

Mr. Staley: As I understand it, the total column is what you expect to spend now.

Mr. Scheerer: We started the budget process in about February or March for this next fiscal year. They're probably going to be some changes in construction costs based on everything that's going on, but that was the estimated cost at the time.

Ms. Adams: We are experiencing more severe and more rapid changes with cost estimates. Then it's not unusual to have a small percentage change, one or two percent, but we're seeing bigger changes than the bids that we received in the spring compared to when we're ready to implement the projects. There's a bigger variance than what we'd experienced in the past.

Mr. Scheerer: This is even with painting. Sherwin-Williams had a nice price hike in theirs and we used one of their premium paints with premium specifications and that's what this building was painted with. I'm getting the word that the price from that's gone up just for the paint. Actually, I'm having some meetings next week with a painter to make sure that our numbers are looking good and projected start times for the guard houses and the pool building.

Mr. Staley: Just looking at the total, that total seems to be about \$700,000. I know our budget is \$906,000. I would like to see if you can fit it all in just one column, which is the original budget.

Ms. Adams: Absolutely yeah, I'll add that on. Then what I'll do too is I'll populate the other sheets based on the reserve study and what we know is going to be an issue in fiscal year 2023. I'll send that electronically because it's a little more versatile for Board members to review it electronically and switch back and forth on those page tabs.

Mr. Staley: It's a big difference between \$906,000 and \$700,000. I think it's \$200,000 contingency, which is fine.

Ms. Adams: Yes. Are there any other projects that we've done a discussion about, but I've neglected to add to the list? As you review this, if you have any comments or input, email me and we'll continuously refine this as a living document.

Mr. Staley: I have something I meant to ask Alan about. On the four-way of Spine Road and Traditions Boulevard, we've got those pavers which are constantly sinking. I mean, I am worried that someone is going to go over on a bicycle one day, is there a long-term solution for that?

Mr. Scheerer: Well, my long-term solution is getting rid of them and putting asphalt right over the top. I mean, those look more like a cart path because if you look, there's like the paver crossing and then there's actual pedestrian crossings. So I don't know if it was just a design standard for the time for resort style bicycles and bicycles built for fours that are driving around here. We've repaired them several times. The only other thing I can think of is to talk with the engineer and come up with a design plan to put what's called a ribbon curve. So on either side of the pavers, instead of it being asphalt, it would be a concrete column and that would hopefully tie it and keep it from doing that. But I would probably want Steve to come up with a design to make sure that it's being installed correctly. I just don't want Bob's concrete coming up here and start cutting out pavement doing that, but we only have one that's really been affected the most. That's the one closest to the water park heading from east to west. But I'll get with Steve, I'll talk to him today and see if he could come up with a plan for us so we can try to implement that. But we tend to redo that particular one once a year.

Ms. Adams: Any other questions regarding projects or the action item list?

**ii. Approval of Check Register**

Ms. Adams: The next agenda item is consideration of the check register. Included in your agenda packet under tab number 2 is the summary of your check run from November 1st through

November 30th. It includes your general fund expenses as well as some of the capital replacement and maintenance fund projects.

Mr. Greenstein: A light month.

Ms. Adams: Yeah. We tend to be very conservative on spending until the revenue starts to come in from the tax bills. The total amount for your check run is \$214,616.30. The detailed summary is included in the agenda packet. I'm happy to answer any questions Board members may have. This does require Board action, so we will be seeking a motion to approve.

On MOTION by Mr. Staley, seconded by Mr. Greenstein, the Check Register, was approved.

**iii. Balance Sheet and Income Statement**

Ms. Adams: The next item on your agenda is included for informational purposes. October is your first month of your new fiscal year. These are your unaudited financials through the end of October. Page 1 is your cash balances for your general fund, your replacement and maintenance fund, and it also identifies some of the debt service funds that are managed by the trustee. Page 2, you start to see your prorated expenses compared to actuals. Your total expenditures, the prorated amount for the first month was \$160,000 and the actual spending was \$140,000.

Mr. Staley: Not too exciting after all.

Ms. Adams: No, and there may be some payables that still trickle in for the month. This is just a snapshot of your first month. If there are no questions regarding your unaudited financials.

**iv. Discussion of Road Project Presentation for January Meeting**

Ms. Adams: The next item is, I put a note in here so that we can discuss a road project presentation that will be scheduled January 13th. This Board is scheduled to meet at 11:00 a.m., January 13. Reunion East is scheduled to meet at 1:00 p.m. on January 13th. We've been contacted by Osceola County Road Department regarding the widening of Old Lake Wilson Road. This is a road project that will be impactful for both Districts. There's frontage for both Districts. In an effort to be as efficient as possible, we are scheduling Osceola County Road Department to be here at one o'clock on January 13th, and we'll notice that not only as the Reunion East Board of Supervisors meeting but we'll notice that as a workshop for Reunion West Board of Supervisors. So as many Board members who want to attend can attend and speak freely, ask questions, and it will be noticed that we're not concerned about any potential unintended violations of sunshine

matters. Any questions? Mark your calendars for one o'clock on January 13th for those who would like to attend, and then I'll send out electronic copies of the presentation as well following that meeting.

#### **D. Security Report**

##### **i. 201 Parking Violations and 0 Vehicles Towed**

Ms. Adams: We do have a security report included in the agenda. There were 201 parking violations that were issued. The detailed information was sent out to Board members under separate cover, and Victor Vargas is with us this morning. Do you have any additional comments?

Mr. Vargas: The majority of those violations was more of Reunion East. It was a busy month over there. We have some here but mainly over there.

Mr. Staley: The numbers are just set to 195 Encore, 6 Reunion. It's gone down from 70 or 80 down to 2-6.

Mr. Vargas: We've been very proactive with that. Yeah. I mean, I have been very tough on my guys every single day.

Mr. Staley: It's not that you're spending all your time in Encore.

Mr. Vargas: We have another team over there. I'll be very tough with that. Now, over there we're very limited of what we can do. In this situation, a lot of time we try to talk to the guests. If they refuse to move the vehicle, we are limited. There's nothing we can do there. We just put a violation on the vehicle and we notify the property management until we can come up with a better solution for handling that.

Mr. Greenstein: What you are saying is even though there are technical violations occurring, of course. If you can identify who the owner is and they cooperate and move the vehicle, then there's no need to cite them with a violation. I think that's a good policy to have because we're not looking for statistics. But at the same time, the ones that annoy me the most, of course, are the sidewalk blockers. That's the one that we are kind of hamstrung here because law enforcement doesn't want to elevate the concern. So it's like the intersection that really needs traffic control and until you have an accident, you don't get the attention that it needs. I'm not looking for someone who meets an ADA profile to not have access and then get hurt then go ahead and sue us and all this other kind of stuff. But I think what we've done is working.

Mr. Staley: With the residents in Encore, are they upset about all these parking violations or do they care?

Mr. Vargas: I can't provide that information. I don't communicate a lot with the residents over there. I communicate with Homeowner's Association. We have more permanent residents here than over there. Over there they just come for vacation.

Mr. Greenstein: That is true.

Ms. Adams: The ability to tow requires the signage to be installed and that's still pending.

Mr. Vargas: For example here, if we come to you and you refuse to move the vehicle, ok no problem, we'll just stick it on your vehicle and notify the towing company then the vehicle gets towed.

Ms. Adams: That's a different level of enforcement than a warning on the car.

Ms. Trucco: The statutes require that we have those signs up before we can tow. That's why they haven't been advised to proceed with towing.

Ms. Harley: The Board would have to agree to those signs?

Ms. Adams: Yes. The Board implicitly agrees to the signage when you updated your parking rules. We have not presented a specific proposal to the Board for approval yet. I anticipate that once we meet with the HOA, that that will be something that we'll be glad we have the funding available because I think that will likely happen this fiscal year.

Ms. Harley: So the previous Board didn't want the sign?

Ms. Adams: No. Ultimately, the roads are owned by the District and the District has authority to install signage. We're taking a diplomatic and neighborly approach with the HOA to work with them to the best extent possible. But ultimately, this Board has the authority to direct staff to install signage.

Mr. Staley: Surely while I was asking Victor, are people getting upset about this, because if they are then we have an even greater responsibility to do something about it, even if the HOA doesn't want us to.

Ms. Adams: Right, true. Any other security questions for Victor?

Mr. Staley: On the other report that you sent out, Victor, there were several instances of trash and contractual violations. I'm just curious, do you send those to the Artemis?

Mr. Vargas: Yes.

Mr. Staley: You do. Okay, good.

Mr. Vargas: In the same email. They get this report daily and the Board receives those reports monthly. But the Homeowners' Association, they get that daily.

Ms. Adams: Any other questions? Did you have any other security matters to report to the Board?

Mr. Vargas: Not at this time.

## **SEVENTH ORDER OF BUSINESS**

### **Other Business**

Ms. Adams: Any other business or Supervisor's requests?

Mr. Staley: I just have one question, on Whitemarsh Cove obviously Kingwood has moved pretty aggressively on that. Is there anything we've got to be spending on in terms of roads or streetlights or is that all going to be a private road? Because the road has been dug up.

Ms. Adams: I believe that we have recently received a replat on that. It's under review by District council, District management staff, as well as District engineer. Let me refer to that document before I answer your question. But we are not teed up for any expenses that we're aware of at this time.

Mr. Staley: Do we know if it's going to be private gated?

Mr. Vargas: I don't know.

Ms. Adams: I believe there's marketing materials online for the project.

Mr. Staley: It wasn't clear from that.

Ms. Adams: Okay.

Mr. Staley: It implies that perhaps it might be, but it's difficult to tell.

Ms. Adams: Okay.

Mr. Greenstein: The other thing I would add to this and it doesn't really add much, but that area was identified as a potential location for a temporary clubhouse before of course, before the strategic default took place. From a CDD standpoint, we view that area as being Resort property and that it was not included in the master plan because there was nothing back there. It would be interesting to see if somehow there is impact on us that we have to consider that roadway for infrastructure improvements when I think it was considered private property.

Mr. Staley: Again, I don't want to go into policy development, but didn't the CDD build that road all way back there?

Mr. Greenstein: No.

Mr. Staley: No?

Mr. Greenstein: Well, the developer built the road and it dead-ended. The road itself, there's only pavement just past the conference station on Whitemarsh. The area that's there now that's navigable now was just recently carved out.

Mr. Staley: I'm talking about the pavement all the way back to the cul-de-sac probably 200 yards. There was asphalt all the way back.

Mr. Scheerer: Yes.

Mr. Staley: Storm drains.

Mr. Scheerer: Yes, because there's a lift station back there. Past the comfort station on that road, Mr. Staley's correct, it ended at a cul-de-sac. The CDD's property ends right here.

Ms. Harley: So the road is included?

Mr. Scheerer: Our road ends right here, but beyond that road down to the cul-de-sac into the lift station, is all Resort property.

Ms. Adams: It is golf course property.

Ms. Trucco: I think the question was, is the road public? If we own it, then it's public.

Mr. Scheerer: Yeah, so more than likely they got to keep that public access, but they have got to get back in there because that lift station's in there. That was all asphalt until they started the improvements for the new homes.

Ms. Adams: But even if that portion of the road is not owned by the District, it's owned by the golf club and it is a private road, they can still have a utility easement to benefit the utility company. It's not required to be District owned.

Mr. Scheerer: They haven't asked us for anything.

Ms. Adams: No.

Mr. Staley: That's good.

Ms. Adams: I'll circulate that replat too, just so everyone can see that. It's not final to my knowledge, I believe it was a replat that was in-process and was circulated for informational purposes.

## **EIGHTH ORDER OF BUSINESS**

## **Supervisor's Requests**

Ms. Adams: Any other supervisor requests?

December 9, 2021

Reunion West CDD

**NINTH ORDER OF BUSINESS**

**Next Meeting Date.**

Ms. Adams: Your next meeting is January 13th at 11:00 a.m., and then you'll have your workshop January 13th at 1:00 p.m.

Ms. Harley: I'm on vacation.

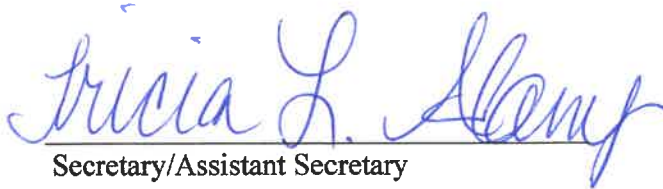
Ms. Adams: We'll miss you.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, Ms. Adams called for a motion to adjourn.

On MOTION by Ms. Harley, seconded by Mr. Greenstein, with all in favor, the meeting was adjourned.
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Secretary/Assistant Secretary

  
Chairman/~~Vice Chairman~~