

**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, **April 14, 2022** at 11:00 a.m. at Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, FL.

Present and constituting a quorum:

Mark Greenstein  
Graham Staley  
Michael Mancke  
Sharon Harley

Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Tricia Adams  
Kristen Trucco  
Jay Lazarovich  
Steve Boyd  
Mike Smith  
Nicole Ailes  
Alan Scheerer  
Anthony Carll  
Steve Goldstein

District Manager  
District Counsel  
Latham Luna  
District Engineer  
Yellowstone  
Yellowstone  
Field Manager  
Reunion Resort General Manager  
RECDD Board Member

**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 noted there were no public comments.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the March 10,  
2022 Meeting**

Ms. Adams presented a draft of the meeting minutes from March 10, 2022. The Board had no changes to the minutes.

On MOTION by Mr. Staley, seconded by Mr. Greenstein, with all in favor, the Minutes of the March 10, 2022 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Approval of the Engineering Service Rate Increase**

Ms. Adams stated the last engineering fee proposal increase was in 2012.

On MOTION by Mr. Greenstein, seconded by Mr. Staley, with all in favor, the Engineering Service Rate Increase, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Traffic Control Stakes at Sinclair Entrance**

Ms. Adams reviewed the issues with traffic and the success of the temporary maintenance of traffic program using orange cones to sequester traffic lanes. The Board was seeking something more permanent. The Field Service Manager and District Manager discussed a proposal for flex stake delineators to keep visitors in the inside lane. After discussion, the Board decided to defer action until the May meeting after additional information was received regarding reflective signage and improvements to marking the area for Residents and Visitors.

**SIXTH ORDER OF BUSINESS**

**Consideration of Encroachment on CDD Property**

Ms. Adams noted a letter was sent to a property owner and copied to the Board on Friday, April 8, 2022 regarding an encroachment on District property. Mr. Scheerer identified a dry pond on the parcel and it is a part of the overall stormwater system of the CDD. Ms. Adams noted a response from the property owner had not been received at this time. There were several concerns related to an encroachment. The encroachment was private usage of CDD land which is an improper use of District property that had been improved using public bonds. The encroachment was creating a barrier to maintain the stormwater parcel and is a potential violation of the stormwater operating permit. There would be a precedent set if no action was taken to remove the encroachment. The District Engineer noted he had reviewed the parcel and encroachment and that he was concerned that the encroachment could create an erosion problem that could be difficult to control. District Counsel reviewed implications for the Board such as precedent, public access,

and lack of ability to properly maintain the stormwater tract if the encroachment is not removed. Discussion ensued on the changes that had been made to the property such as the installation of fencing, landscape, and hardscape. Mr. Anthony Carll was in attendance representing Reunion Resort and indicated the property owner would pay for engineering analysis of the parcel to determine if there was a work-around or if the property could be purchased.

After discussion, Mr. Staley made the motion to require immediate removal of the fence, and to have the District Engineer investigate the impact of the landscape and other surfaces at the expense of the owner. The motion died due to a lack of a second. After more discussion, the Board decided to defer action pending a more complete analysis and report from the District Engineer. Ms. Adams reiterated the seriousness of the issue as a matter of property ownership, private use of public lands, and potential issue of maintenance of the property and the stormwater permit. She noted the District Management perspective is to move forward with removing the encroachment. Further discussion was held on the fence getting moved to the property line.

On MOTION by Mr. Greenstein, seconded by Mr. Mancke, with all in favor, the Encroachment on CDD Property was Deferred Pending District Engineer’s Analysis and Report, was approved.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Possible Merger of Reunion East and Reunion West Community Development Districts.**

Ms. Adams reviewed the discussion from the last Board meeting and the request to have District Counsel prepare a memorandum to outline the steps in order to merge the two Districts. These steps were reviewed for the Board and the proposed costs were summarized. District Management staff presented a proposed budget relative to the costs savings for merging at an annual savings of \$72,000. The cost to merge would be approximately \$100,000. Board seats were discussed and the impacts on each community.

After discussion of the process and impacts of timing for both Districts, there was no action taken by the Board.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Trucco reviewed the issues with parking and towing ordinances related to towing vehicles from the sidewalk. Ms. Adams noted the operating guidelines for enforcing Parking Rules has been updated for Board review. Mr. Greenstein commented he did not feel further action was needed at this time and the procedures would be deferred to the next meeting when towing from the sidewalks would be included in the guidelines.

**B. Engineer**

Mr. Boyd noted they continue to work on the stormwater management needs analysis report.

**C. District Manager's Report**

**i. Action Items List**

Ms. Adams reviewed the action items for the District including the permitting issuance, no parking signs, communication to property owners, residential and commercial projects review, gas line installation, stormwater needs analysis list, and traffic calming proposals for speed humps.

**ii. Approval of Check Register**

Ms. Adams presented the check register from March 1, 2022 to March 31, 2022 which includes general fund items for total amount of \$121,378.69.

On MOTION by Mr. Greenstein, seconded by Mr. Manke, the Check Register for \$121,378.69, was approved.

**iii. Balance Sheet and Income Statement**

Ms. Adams reviewed the unaudited financials through February 28, 2022 and this item did not require Board action.

**iv. Replacement and Maintenance Plan**

Ms. Adams stated that this is for planning purposes and upcoming planned expenses were reviewed. Updates to this report will be made and no action is needed.

**D. Security Report**

**i. 404 Vehicle Incidents**

**ii. Review Parking Enforcement Procedures**

A detailed report was provided on parking violations and vehicle towing. Streamlining of the report was discussed. Placement of notice for property management companies were discussed and security usage of colored warning citations. Updates on parking and towing procedures will be brought to the next meeting.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Ms. Adams asked if there were any other business or Supervisor requests. There were none.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Date May 12, 2022 at 11:00 a.m.**

Ms. Adams noted the next meeting will be held on May 12, 2022 at 11:00 a.m. The proposed budget will be discussed at this meeting.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

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



Secretary/Assistant Secretary



Chairman/Vice Chairman