

**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, **June 9, 2022** at 11:04 a.m. at Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, FL.

Present and constituting a quorum:

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| Mark Greenstein | Chairman |
| David Burman | Vice Chairman |
| Graham Staley | Assistant Secretary |
| Sharon Harley <i>joined meeting in progress</i> | Assistant Secretary |

Also present were:

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| Tricia Adams | District Manager, GMS |
| Kristen Trucco | District Counsel |
| Steve Boyd | District Engineer |
| Alan Scheerer | Field Manager |
| Jeremy LeBrun | GMS |
| Garret Huegel | Yellowstone |
| Nicole Ailes | Yellowstone |
| Pete Whittman | Yellowstone |
| Mike Smith | Yellowstone |

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. Three Board members were in attendance at roll call constituting a quorum. Ms. Harley joined after the meeting started.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted there were no public comments from the audience. Four members of the public were in attendance via Zoom. There were no audience comments via Zoom.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 12, 2022 Meeting

Ms. Adams presented a draft of the meeting minutes from May 12, 2022. She noted the minutes had been reviewed by staff and District Counsel.

Ms. Harley joined the meeting at this time.

The Board had no changes to the minutes. There was a comment about the platted maps.

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| On MOTION by Mr. Greenstein, seconded by Mr. Staley, with all in favor, the Minutes of the May 12, 2022 Board of Supervisors Meeting, were approved. |
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FOURTH ORDER OF BUSINESS

Review of Fiscal Year 2023 Revised Proposed Budget

Ms. Adams presented the proposed budget for Fiscal Year 2023 and noted this revised budget is based on the platted lots as of June 1. This cost share percentage is based on the interlocal agreement. The updated budget includes the costs for landscaping services based on current contracts and future development planned at Reunion Village. The Replacement and Maintenance Fund project list for Fiscal Year 2023 will need refinement after Board review. The proposed budget can be revised. She reviewed the discussion from last month's meeting and noted the field expense shared costs for Reunion East will be 56% and the proposed expense for Reunion West will be 44%. These are based on new platted lots. Ms. Adams noted this item does not require Board action.

Board questions centered around the field expense budget, inflation, contracts with service providers, pool costs, landscaping cost, and aquatic costs. Ms. Adams discussed changes and undesignated funding available and contingency in maintenance funds. She added comments about custodial services and other contracted services. Concerns from Ms. Harley were addressed regarding policy for personal food, etc. brought into the amenity areas. Ms. Adams noted when the playground opened this Board would address amenity use policies. Ms. Adams added the budget savings would transfer out to the Replacement and Maintenance fund. She added the proposed transfer out of R&M is \$321,422. She added she would confirm concerns from Board member Staley. Ms. Adams clarified the expenses for irrigating CDD common areas, but the irrigation system serves POA areas as well as golf course. She added the concerns on the narrative will be addressed.

Ms. Adams reviewed the proposed assessments for the audience. She noted the amount per unit for a multiple family home will be \$750.97, for a single-family home it will be \$1,001.29. She added the golf parcels are assessed per parcels and the gross amount is \$500.65. She added this is level from the previous year with no proposed increase/decrease. For debt service, she noted residents have an option of paying this as an annual assessment on their tax bill or making a one-time lump sum payment.

Ms. Adams summarized the discussion list for the RM projects. Mr. Scheerer has gathered proposals that included the gate house roof replacements at \$50,000 based on proposed costs. Mr. Scheerer reviewed the estimated proposal for the HAVC replacement of 6 units. The Reserve Study was discussed as well as a roadway/pavement repair management plan. Mr. Boyd provided comments on having a management plan in place. Ms. Adams added discussion on construction on Reunion Village expenses allocated estimate at \$349,500. Also discussed were the tow away zone signage when residential construction is completed. Other topics include proposals for pool furniture, proposal for roadway improvements, restriping, traffic calming set aside for \$60,000, road inventories, pool services, landscape improvement allowance, stormwater repair identified allowance, \$50,000 for engineering projects, fencing at playground,

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco provided updates on the encroachment issue stating that ownership needs to be resolved before moving forward. She added the goal is to come to a resolution by the next meeting. She stated they feel strongly that the District owns that tract.

B. Engineer

Mr. Boyd stated they were working to complete the stormwater report and it would be completed by the June 30th deadline.

C. District Manager's Report

i. Action Items List

Ms. Adams reviewed the action items for Reunion West including the outdoor fitness center and the playground, parking towing progress was reviewed, and other various projects were

updated for the Board. Sinclair Road expansion project and alternative routes meeting is still on-going.

ii. Approval of Check Register

Ms. Adams presented the check register from May 1, 2022 to May 31, 2022 which includes general fund items for a total amount of \$125,007.22. She noted the detailed summary is included in the agenda packet. Discussion of rentals and security gate issues and charges were discussed.

On MOTION by Ms. Harley, seconded by Mr. Staley, the Check Register for \$125,007.22, was approved.

iii. Balance Sheet and Income Statement

Ms. Adams reviewed the unaudited financials through April, 2022 and this item did not require Board action. She noted the cash balance was \$1,440,000.

iv. Replacement and Maintenance Plan

Ms. Adams stated that this is for planning purposes and upcoming planned expenses were reviewed. Updates to this report was provided and no action is needed. The notification for pool closure for pool resurfacing will be provided.

v. Reminder to Board to File Form 1's with the Supervisor of Elections in the County that they reside by July 1, 2022 Deadline (by mail, e-mail or in person as applicable)

Ms. Adams reminded the Board members to file the Form 1's with the Supervisor of Elections in the County they reside by July 1, 2022. She added a fee is imposed if these are late.

D. Security Report

i. 157 Vehicle Incidents

Ms. Adams noted under the security report that she had finalized and circulated operating guidelines related to issuing citations and towing vehicles parked improperly to Victor. She added she had received information back from Victor that these have been received and relayed to the Reunion Security Team.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Adams asked if there were any other business or Supervisor requests. Mr. Staley provided comments on parking roadway issues.

Personnel changes for Yellowstone team were announced. Garret Huegel will join the team. Mike Smith will be leaving and his last day will be next Friday, June 17th.

EIGHTH ORDER OF BUSINESS

Next Meeting Date July 14, 2022

Ms. Adams noted the next meeting will be held on July 14, 2022 at 11:00 a.m.

NINTH ORDER OF BUSINESS

Adjournment

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

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


Secretary/Assistant Secretary


Chairman/~~Vice Chairman~~