

**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, **July 14, 2022** at 11:00 a.m. at Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, FL and by Zoom.

Present and constituting a quorum:

Mark Greenstein	Chairman
David Burman	Vice Chairman
Graham Staley <i>by Zoom</i>	Assistant Secretary
Sharon Harley	Assistant Secretary
Michael Mancke	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Kristen Trucco	District Counsel
Jeremy LeBrun	District Manager, GMS
Jay Lazarovich	Latham Luna
Garret Huegel	Yellowstone
Victor Vargas	Reunion Security
Alan Scheerer <i>by Zoom</i>	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and performed the roll call. Four Board members were in attendance in person constituting a quorum. One Board member attended by Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams opened the meeting for public comments and asked the residents to state their name and limit their comments to three minutes.

- Bill Witcher: stated that there is excess trash and debris that has been scattered on CDD property due to overfilled dumpsters and he wants to know who should be contacted to address that issue. He also has a lot of overgrowth on another property

on Watson Court and asked if he can hire a landscaper to cut the foliage back. Ms. Adams commented that he may not hire some to cut back CDD property, but they will make note of the location and attend to it properly. Residents can also maintain their own residential property at the property line if vegetation is encroaching on their lot. The landscape maintenance will address the trash issue on CDD property to the best of their ability. Mr. Burman also added that there is a robust enforcement protocol in place for builders who get fined when there is garbage found like that.

There being no other members of the public with a desire to speak, Ms. Adams closed the public comment period.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the June 9, 2022 Meeting**

Ms. Adams presented a draft of the meeting minutes from June 9, 2022. She noted the minutes had been reviewed by staff and District Counsel.

The Board had no changes to the minutes, so Ms. Adams asked for a motion of approval.

On MOTION by Mr. Greenstein, seconded by Mr. Mancke, with all in favor, the Minutes of the June 9, 2022 Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Review of Acceptance of Stormwater Needs Analysis Report**

Ms. Adams asked to defer this item until the District engineer was able to join the meeting and the Chairman agreed.

*\*This item was taken out of order.*

Ms. Adams presented the analysis report which is a new state law that the District will need to comply with. The District engineer met with the field operations manager and went above and beyond with a field inspection of the entire stormwater system which was able to generate a few maintenance items from that visit as well as the preparation of the report which can be found in the agenda package. It was filed on time and the District will not need to present another report to the county for five more years. There was brief Board discussion including a typo caught by Supervisor Staley.

On MOTION by Mr. Greenstein, seconded by Mr. Burman, with all in favor, Accepting the Stormwater Needs Analysis Report, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal to Install Fence Around Playground Parcel**

Ms. Adams presented a proposal from Superior Fence & Rail who is the vendor that installed the fence around the dog park parcel at Reunion East. The field operations manager asked for a proposal to fence the entire parcel where the playground is going to be installed. The concept will include a playground and wide-open grass area of additional space for recreational activities. This project would require a permit and the permitting process with Osceola County is taking a little bit longer than usual which is why it makes sense to consider this issue now to get the ball rolling in anticipation of being prepared for fence installation. The proposed total is \$14,967.35 and can be found in the agenda package.

Mr. Greenstein would like staff to look into seeing if there is a permit already on file from the planning of the playground to help expedite the timeline. Mr. Staley asked if GMS is happy with the pricing and Ms. Adams said that they are. He has a small concern on where it said that the excess soil will be spread across the property and wanted to be sure that there would not be piles of earth to dispose of and Ms. Adams ensured Mr. Staley that it's a small amount of dirt and there really should be no adverse impact.

There being no other discussion, Ms. Adams asked for a motion of approval.

On MOTION by Ms. Harley, seconded by Mr. Greenstein, with all in favor, the Proposal to Install Fence Around Playground Parcel, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Annual Engineer's Report**

Ms. Adams asked to table this action item to give the District engineer more time to join the meeting. The Chairman agreed.

*\*This item was taken out of order.*

Ms. Adams presented the one-page report that the District engineer provided to District management staff that is required as part of the Trust Indenture.

On MOTION by Mr. Greenstein, seconded by Mr. Burman, with all in favor, Accepting the Annual Engineer's Report, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Series 2015 Arbitrage Rebate Calculation Report**

Ms. Adams presented the arbitrage rebate report for the Board's approval performed by Grau & Associates. Because of the tax-exempt bonds, the District is required to comply with IRS codes and guidelines and one of those is that the District cannot be earning more interest than they are paying. The findings indicate that there is no arbitrage issue and Ms. Adams offered to answer any questions that the Board may have. There being none, she asked for a motion of approval.

On MOTION by Mr. Greenstein, seconded by Mr. Burman, with all in favor, the Series 2015 Arbitrage Rebate Calculation Report, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Traffic Calming Options**

Ms. Adams presented a memorandum prepared by GMS covering different traffic calming options with the purpose being to provide the Board with enough information to advise staff of their interest in any of these options. Board input will be used to be prepare for next month's budget discussion to have an appropriate amount set aside in the replacement and maintenance fund for traffic calming options.

Mr. LeBrun went over the memorandum with the Board and reported important data that had been collected in the area with potential locations traffic calming may work for the Reunion West community. Highlighted areas would be Reunion Boulevard, Tradition Boulevard, Grand Traverse Parkway, and the Encore neighborhood. Stop signs are not a recommended method for traffic calming and having law enforcement doing extra patrols in the area will continue, but that alone will not solve the problem long term or effectively. The most successful method of traffic calming they have found are using the three Es; education, enforcement, and engineering. The memorandum can be found in the agenda package and goes over an array of options for traffic calming using the three Es and went over the pros and cons of the different options as well as the cost estimates. The county does have an application process to utilize traffic calming devices, and the beginning step of that process is attached to the end of the memorandum.

Ms. Adams opened the floor up for Board discussion and added that there have been requests from the property owner’s association, specifically in the Encore neighborhood, for the radar display signs with identification of locations they perceive that there are speeding issues. She hopes that this discussion will help plan the setting aside of funding for the repair and maintenance fund for Fiscal Year 2023. Mr. Staley suggested that a Board member work specifically with staff to bring a more exact plan back to the Board for voting and discussion. Mr. Greenstein added that as a Board they have evaluated the option of bringing in additional law enforcement and for a variety of reasons, that is not the option that they are looking to move forward with at the time.

Ms. Adams did remind the Board that this would be a community wide program with some cost allocated to Reunion East as well as some costs allocated to Reunion West. Mr. Greenstein mentioned putting a proposal together for approximately \$50,000 with locations and radar display and have staff bring it back to a later meeting for discussion and consideration. There being no other discussion staff will work on the traffic calming options in preparation to bring back to the Board.

**NINTH ORDER OF BUSINESS**

**Discussion Regarding Enhanced Security Staffing at Sinclair Entrance Gate for Fiscal Year 2023 – ADDED**

Ms. Adams stated that this is not an item for Board action and that this is only for discussion purposes so that they can be prepared for next month’s budget meeting. During the budget discussion last month, one of the Board members requested to have a better understanding of costs associated with staffing the Sinclair gate during peak hours with a security gaur to direct traffic to the visitor or resident lane. This area has been a traffic issue even with traffic devices and enhancements between Thursday and Sunday from 4:00 p.m. to 9:00 p.m. The current reunion West CDD agreement for security services is with the Master Association. Ms. Adams presented an amount for discussion purposes and budgeting purposes to have a better understanding if this were something the Board would like to peruse. The Board would like to budget for the added cost to have a someone directing traffic during those peak hours and staff will bring back the appropriate agreements for Board consideration at a future meeting.

**TENTH ORDER OF BUSINESS**

**Consideration of Lighting Improvements in Encore Neighborhood – ADDED**

Ms. Adams presented a proposal from the Reunion West Property Owner’s Association with a concept of adding enhanced lighting at the entrances for the Encore neighborhoods. They are proposing that the District provides permission which would come in the form of an agreement for installation as well as licensing agreement to confirm the details for maintaining lighting and being responsible for any liability issues. Reunion West POA is proposing that they bear 100% of the cost for the installation and maintenance as well as the electrical supply. If the Board would want to approve this project, the next thing that would happen is at the upcoming meeting, District counsel will prepare the appropriate agreements for Board consideration. Mr. Greenstein believes that it is an enhancement to the community and that the Board should support it as long as all the legal things are set in place to protect the District. Ms. Adams added that there would be minimal expenses associated in terms of drawing up and agreement and stated that the Board may want to memorialize the consensus of the Boards decision with Board action to approve the lighting installation and directing staff to bring back an agreement for next months meeting.

On MOTION by Mr. Greenstein, seconded by Ms. Harley, with all in favor, the Lighting Improvements in Encore Neighborhood and Delegating Authority to the Chairman to Work with Staff to Finalize and Execute Agreements, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Ratification of Addendum to Towing Agreement with Bolton’s Towing – ADDED**

Ms. Adams presented the agreements and stated to the Board that they have been fully executed and that they are just looking for Board action to ratify the necessary agreements pertaining to amended and restated parking rules. Staff is seeking a motion to ratify the addendum to the towing agreement with Bolton’s Towing.

On MOTION by Mr. Mancke, seconded by Mr. Burman, with all in favor, the Addendum to Towing Agreement with Bolton’s Towing, was ratified.

**TWELFTH ORDER OF BUSINESS**

**Ratification of Second Amendment to Security Services Provider Agreement with Reunion West Property Owner's Association – ADDED**

Ms. Adams presented the second ratification which ratifies the second amendment to the security services provider agreement with the Reunion West Property Owner's Association which has been fully executed as well.

On MOTION by Ms. Harley, seconded by Mr. Mancke, with all in favor, the Second Amendment to Security Services Provider Agreement with Reunion West Property Owner's Association, was ratified.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Trucco gave the Board an update on the encroachment issue that they had discussed previously. Two days ago, the District engineer met with Kingwood's team to discuss whether or not there is a way to work around the issue. From an engineer perspective, there could be a way to work around the encroachment so long there is an agreement in place to preserve the District's right and obligation under a permit that issued to the CDD to maintain the tract. There will be an agreement proposed for the Board's consideration at a later meeting.

**B. Engineer**

There being none, the next item followed.

**C. District Manager's Report**

**i. Action Items List**

Ms. Adams reviewed the action item list which is included in the agenda. Ms. Adams touched on the playground installation which is still in process, and they are waiting for the permits to finalize. The motoring of development has a hyperlink provided on the report where anyone can search for information by putting the parcel id number in the Osceola County website and it will show the status of any activity. The nearby road improvement project, Ms. Adams is in communication with the coordinators for the various organizations regarding when the Board will

be receiving updates on those. Traffic calming will remain on the list until there is further Board action. No action is required, it is for informational purposes only.

**ii. Approval of Check Register**

Ms. Adams presented the check register from June 1<sup>st</sup> through June 30<sup>th</sup> which can be found in the agenda package. The total is \$463,540.27.

On MOTION by Mr. Burman, seconded by Mr. Greenstein, with all in favor, the Check Register for \$463,540.27, was approved.

**iii. Balance Sheet and Income Statement**

Ms. Adams reviewed the unaudited financials through the end of May, 2022 and this item did not require Board action.

**D. Security Report**

**i. 594 Vehicle Incidents**

Ms. Adams noted that the security report was provided under separate cover. Most of the incidents were related to parking enforcement.

**FOURTEENTH ORDER OF BUSINESS                      Other Business**

There being none, the next item followed.

**FIFTEENTH ORDER OF BUSINESS                      Supervisor's Requests**

**A. Clarification of Mailbox Responsibilities (Requested by Supervisor Staley)**

Ms. Adams reported that there had been some discussion among residents regarding the mailboxes. The District does have a license agreement with the Master Association. The Master Association is responsible to operate and maintain the mailboxes. The mailboxes are installed on District property and there is a ten-year term, and the agreement is in place until 2027. There was some confusion with the ability to be able to repair or replace certain boxes with the HOA and Mr. Burman will be sure to communicate the information with the HOA.

**SIXTEENTH ORDER OF BUSINESS                      Next Meeting Date August 11, 2022**

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



July 14, 2022

Reunion West CDD

**SEVENTEENTH ORDER OF BUSINESS      Adjournment**

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

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

  
Secretary/Assistant Secretary

  
Chairman/~~Vice Chairman~~