

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 11, 2022 at 11:00 a.m. via Zoom Communication Media Technology and at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida.

Present and constituting a quorum were:

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

Also present were:

Tricia Adams <i>by Zoom</i>	District Manager
Jeremy LeBrun	District Manager
Kristen Trucco	District Counsel
Steve Boyd <i>by Zoom</i>	District Engineer
Garrett Huegel	Yellowstone Landscape
Residents	

The following is a summary of the discussions and actions taken at the August 11, 2022 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order at 11:01 a.m. and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun opened the public comment period. There being no comments, Mr. LeBrun closed the public comment period.

THIRD ORDER OF BUSINESS

Approval of Minutes of the July 14, 2022 Meeting

On MOTION by Mr. Staley seconded by Mr. Greenstein with all in favor the Minutes of the July 14, 2022 Meeting were approved as presented.

Mr. Staley recalled a comment in the minutes from Mr. Bill Witcher about excess trash on CDD property on Valhalla Terrace. The trash was still there. In Mr. Staley’s opinion, any attempt to clean the community, was time well spent.

FOURTH ORDER OF BUSINESS

Public Hearing to Consider Fiscal Year 2023 Budget and Special Assessments

A. Open Public Hearing

On MOTION by Mr. Greenstein seconded by Mr. Staley with all in favor the public hearing on the adoption of the Fiscal Year 2023 budget was opened.

B. Presentation of Fiscal Year 2023 Proposed Budget

Mr. LeBrun presented the Proposed Budget for Fiscal Year 2023, which was included in the agenda package. There were no major changes over the last couple of meetings and no assessment increases. Mr. LeBrun highlighted the following:

- *“Administrative Expenses”* were \$159,297.
- *“General Liability Insurance”* increased significantly, which was the case in most Districts.

Mr. Staley recalled discussion at a prior meeting about adding an additional security guard for the Sinclair Road gate for \$35,000 and questioned whether it was added to the budget. Mr. LeBrun confirmed that it was under *“Field Expenses.”*

- *“Total Shared Maintenance”* was for the Cost Sharing Agreement between the Reunion East and West CDDs based on platted lots.
- *“Pool & Fountain Maintenance”* increased due to increased chemical costs.
- The Debt Service Series 2004 bonds were refunded.

C. Public Comments Regarding Budget and Special Assessments

Resident Peter Corsa of Heritage Crossing Way questioned the shared expense for Heritage Crossing. Mr. Greenstein explained that Heritage Crossing was in Reunion East and I-4 separated Reunion West from Reunion East. All property west of I-4 was Reunion West and was developed a few years after Reunion East. Sinclair Road and Old Lake Wilson Road off of the Nicholas Golf Course were in Reunion West. There were common expenses in both Districts. Mr. LeBrun stated a breakdown of the shared costs was included in the budget, which was based on platted lots. Mr. Greenstein stated that the shared costs were for utility, security, landscaping, building maintenance and Seven Eagles, which was accessible to all residents of Reunion. When the playground and outdoor fitness facility were completed in Reunion West, Reunion East residents could utilize it. This year, the shared cost was 53% to be paid by the Reunion East CDD and 47% to be paid by the Reunion West CDD, due to Reunion East having more lots than Reunion West. Mr. Staley clarified for 2023, the shared cost was 56% for Reunion East and 44% for Reunion West. Mr. Greenstein explained that Reunion East had more lots due to Reunion Village. Discussion ensued regarding the shared costs.

Resident Peter Corsa of Heritage Crossing Way questioned where the outdoor fitness facility was located. Mr. Staley replied that it was on Grand Traverse Parkway before Valhalla Terrace, but was not yet completed. Mr. Greenstein stated that they were waiting on the permits. Resident Bill Witcher of Grand Traverse Parkway noted that anyone who paid CDD taxes in Reunion, could utilize all CDD common facilities without any additional fees. Mr. Staley questioned whether residents of the Cortland Apartments paid an assessment to the CDD or the landlord paid the assessment. Mr. Greenstein explained that Encore originally owned the property and subsequently sold it. The Current landlord/owner pays CDD assessments. Mr. Witcher suggested sun shades for the outside fitness equipment. Mr. Greenstein would have the Board discuss it if there was a need.

D. Consideration of Resolution 2022-07 Adopting the Proposed Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Mr. LeBrun presented Resolution 2022-07 Adopting the Fiscal Year 2023 Budget and the Annual Appropriations, which was included in the agenda package.

On MOTION by Mr. Greenstein seconded by Mr. Burman with all in favor Resolution 2022-07 Adopting the Proposed Fiscal Year 2023 Budget and Relating to the Annual Appropriations was approved.

E. Consideration of Resolution 2022-08 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Trucco explained Resolution 2022-08, which was included in the agenda package, where the District would certify the Assessment Roll to the Osceola County Tax Collector as opposed to direct billing.

On MOTION by Mr. Staley seconded by Mr. Greenstein with all in favor Resolution 2022-08 Imposing Special Assessments and Certifying an Assessment Roll was approved.

F. Close Public Hearing

On MOTION by Mr. Greenstein seconded by Mr. Staley with all in favor the public hearing on the adoption of the Fiscal Year 2023 budget was closed.

FIFTH ORDER OF BUSINESS

Ratification of Proposal for 1.5 Ton HVAC Split Unit at Sinclair Gatehouse

Mr. LeBrun presented a proposal from Franks Air Conditioning for a 1.5 Ton 16 Seer Trane HVAC Split Unit at Sinclair Gatehouse in the amount of \$5,833, which was included in the agenda package. It replaced the 17-year-old air conditioner that stopped working in July, due to a broken compressor. The replacement was approved by the Board.

On MOTION by Mr. Greenstein seconded by Mr. Staley with all in favor the Proposal from Franks Air Conditioning for a 1.5 Ton HVAC Split Unit at Sinclair Gatehouse in the amount of \$5,833 was ratified.

Mr. Greenstein noted that all air conditioners in the Heritage Crossing Community Center would be replaced in the upcoming months.

SIXTH ORDER OF BUSINESS**Consideration of License and Maintenance Agreement with Reunion West Property Owner's Association**

Ms. Trucco recalled at last month's meeting, a member of the Reunion West Property Owner's Association (POA) requested permission from the Board to add enhanced lighting around the Marker Avenue, Fairfax Drive and Lasso Drive entrances. The Board approved the request and directed District Counsel to prepare a License and Maintenance Agreement, which was included in the agenda package. It was approved by the attorney for the POA and the POA Board and included the District's standard indemnification provision for any loss, damage or injury resulting from their work on District property, termination with 30 days' notice, restoration of District property and listing the District as an additional insurer. The lighting plan was included as Exhibit B to the agreement. Mr. Staley voiced concern about the operating costs and brightness of the lights. Ms. Trucco pointed out that all costs would be paid by the POA. Mr. Greenstein stated it would be low voltage lighting that would be installed for Encore property in Reunion West off of N. Old Lake Wilson Road and Sinclair Road. The POA would be installing, paying for, and maintaining the lighting and the District was providing the license to do the work. Discussion ensued.

On MOTION by Mr. Burman seconded by Mr. Staley with all in favor the License and Maintenance Agreement with Reunion West Property Owner's Association for lighting and delegating authority to the Chairman to execute was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Trucco reported that the License and Maintenance Agreement for the POA lighting project took time to construct, due to the various parcel IDs, which were obtained from the Property Appraiser's website. She was continuing to follow-up with Kingwood's counsel regarding the encroachment issue discussed at prior meetings for the construction of a bocce ball court. Kingwood hired new counsel to handle the matter, which Ms. Trucco contacted, but had not received a response until yesterday. She would continue to update the Board.

Mr. Staley voiced concern that this matter has been ongoing for four months and this was the third time that development occurred either the day of or the day before the CDD meeting, which was not encouraging. It was important that they did not lose sight of the fact that all they

were trying to do was establish who owned this parcel, whether the CDD or Kingwood, whether through an agreement, the county stepping in or arbitration. In his opinion, easements and permissions were irrelevant. He voiced further concern that there were 11 other pieces of land surrounding the lot and if an agreement was entered into for one piece, the owners of the other 11 pieces would want similar easements or permissions to extend their land. Whatever the solution was, Mr. Staley felt that an audit of all other CDD owned property to see if there were similar issues, would be necessary and they needed to push forward in a cooperative way. Ms. Trucco recommended that the agreement be limited in scope to prevent any precedent from occurring and speaking with Kingwood about other tracts to prevent any future issues.

B. Engineer

Mr. Boyd reported that the playground construction was underway. A meeting regarding the Sinclair Road extension was held. In response to Mr. Greenstein's question, Ms. Adams confirmed that the permit for the playground was received.

C. District Manager's Report

i. Action Items List

Mr. LeBrun presented the Action Items List, which was included in the agenda package. The construction of the playground started on August 9th and would take two to three weeks to complete. The fencing was in the permit process. The outdoor fitness station equipment was installed and staff was working on placing mulch around the equipment. Regarding the Old Lake Wilson Road Improvement Project, a presentation from Osceola County engineering staff was scheduled on September 8th at 1:00 p.m. It was advertised as a Reunion East/West workshop, so Board Members could fully participate.

Mr. Staley agreed with Mr. Witcher on having sun shades on the outdoor fitness equipment and requested that Mr. Scheerer obtain proposals. This item would be added to the Action Items List. Mr. Witcher suggested having one larger sun shade rather than smaller ones as the area was tight. Mr. Staley felt that the dividers for the Sinclair Road gate were working as they were having good success and asked that Mr. Scheerer replace the broken ones and retrofit with concrete screws as one was always lying down. Regarding the traffic calming, Mr. Staley asked Mr. Scheerer and Mr. Victor Vargas of Reunion Security to provide proposals at the next meeting.

ii. Approval of Check Register

Mr. LeBrun presented the Check Register from July 1, 2022 through July 31, 2022, which was included in the agenda package. In the General Fund, there were Checks #1941 through #1949 in the amount of \$42,177.48 and July payroll in the amount of \$738.80, for a total amount of \$42,916.28.

On MOTION by Mr. Greenstein seconded by Mr. Burman with all in favor the July Check Register in the amount of \$42,916.28 was approved.

iii. Balance Sheet and Income Statement

Mr. LeBrun presented the Unaudited Financial Statements through June 30, 2022, which were included in the agenda package.

iv. Presentation of Arbitrage Rebate Calculation Reports

Mr. LeBrun presented the Arbitrage Rebate Calculation Reports for the Series 2016, 2017 and 2019 bonds prepared by Grau & Associates, which were included in the agenda package. The auditor confirmed that the District was not earning more interest than it was paying on the bonds.

On MOTION by Mr. Greenstein seconded by Mr. Staley with all in favor the Arbitrage Rebate Calculation Reports was accepted.

v. Approval of Fiscal Year 2023 Meeting Schedule

Mr. LeBrun presented the Fiscal Year 2023 meeting schedule, which was included in the agenda package. It was consistent with the prior year's meeting schedule.

On MOTION by Mr. Staley seconded by Mr. Greenstein with all in favor the Fiscal Year 2023 meeting schedule as presented was approved.

D. Security Report

Mr. LeBrun presented the Security Report from Mr. Victor Vargas of Reunion Security, which was emailed to the Board. Mr. Staley thanked Mr. Vargas for the CDD and Encore reports, noting that Encore had significant parking issues. Mr. Greenstein and Mr. Staley felt that Reunion

Security was doing a good job enforcing parking on sidewalks. Mr. Greenstein received a knock on his door from security regarding a car parked on a sidewalk, which turned out to be the car of a visitor across the street.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Next Meeting Date – September 8th, 2022

Mr. LeBrun announced that the next meeting was on September 8, 2022 at 11:00 a.m.

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman