

**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, **October 13, 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:

Mark Greenstein	Chairman
Graham Staley	Assistant Secretary
Sharon Harley	Assistant Secretary
Michael Mancke	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Kristen Trucco	District Counsel
Steve Boyd <i>via Zoom</i>	District Engineer
Alan Scheerer	Field Manager
Victor Vargas	Reunion Security
Pete Wittman	Yellowstone Landscape
Garrett Huegel	Yellowstone Landscape
Residents	

The following is a summary of the discussions and actions taken at the October 13, 2022 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 11:00 a.m. and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. There being no comments, Ms. Adams closed the public comment period.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the September 8,
2022 Meeting**

Ms. Adams presented the minutes, which were in draft form and reviewed by District management staff and District Counsel. Mr. Staley stated that “*Reunion East*” should be “*Reunion West*” and on Page 5, recalled that the Board did not want a ribbon cutting ceremony. Ms. Adams would correct the minutes.

On MOTION by Mr. Greenstein seconded by Ms. Harley with all in favor the Minutes of the September 8, 2022 Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

**Consideration of Shade Structure
Proposal at Reunion West Outdoor Fitness
Center**

Ms. Adams solicited proposals for a shade structure for the outdoor fitness equipment at the request of the Board and received one proposal from Playtopia, in the amount of \$50,117, which was included in the agenda package. Other options were considered, such as vegetation, but the cost was similar or even higher than the shade structure. Even though the proposal was from August, it was still valid. The vendor suggested two smaller shade structures versus one large one for cost savings. Ms. Harley questioned the need for one as most residents would frequent the amenity in the early morning and evening. Ms. Adams recalled that there was a question about whether or not shade structures should be included as part of the original scope because there was natural shade, but the Board wanted to consider a proposal after seeing the outdoor fitness center installed. Mr. Greenstein felt that the installation cost was high and there was natural shading with the tree line. Ms. Harley recommended tabling this matter and revisiting it when it was brought up again. There was Board consensus to table this matter. Mr. Greenstein requested that the playground shade be readjusted to the left, as it was installed in the center of the equipment, leaving the slide exposed to direct sunlight. Mr. Scheerer would ask the vendor.

FIFTH ORDER OF BUSINESS

**Consideration of Pond Maintenance
Services at Reunion West Encore -
ADDED**

Ms. Adams presented a proposal from Applied Aquatic for Pond Maintenance Services at Reunion West Encore, which was included in the agenda package, to renew the existing contract,

in the amount of \$2,412 for the current year. This was an increase over last year's amount of \$2,340. The budget was \$7,048 for pond maintenance and staff recommended approval, subject to District Counsel preparing an addendum to the existing agreement, extending the term for 12 months, to ensure that the provisions protecting the District were in place. Mr. Scheerer felt that Applied Aquatic did a good job and the increase was due to chemical costs. Mr. Greenstein questioned how Applied Aquatic treated the ponds. Mr. Scheerer stated that 99% of the time, they used an airboat and ATVs for shoreline treatments.

On MOTION by Mr. Greenstein seconded by Mr. Staley with all in favor the proposal with Applied Aquatic for Pond Maintenance Services at Reunion West Encore in the amount of \$2,412 was approved.

Mr. Staley asked if the District was responsible for maintaining the dry ponds. Mr. Scheerer replied that they mow the dry ponds in the Encore section of Reunion and there was only one wet pond, which the proposal was for, behind the wall off of Sinclair Road and Old Lake Wilson Road. The agreement was renewed over many years with the same vendor to treat the ponds at Golden Bear Drive, Tradition Boulevard and in back of Grand Traverse Parkway. Instead of having different agreements for these ponds, at the next renewal, there would be one agreement.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco was still working with Kingwood's counsel to resolve the bocce ball court issue. They should have a finished document to present to the Board for approval at the next meeting.

B. Engineer

Mr. Boyd was working with two geotechnical firms on the Pavement Management Plan proposal. There were many discrepancies in the scope. Ms. Adams provided an example from another District, which he forwarded to these firms. It would be included in next month's agenda package. The pavement was in good condition and he did not expect any major issues. Mr. Greenstein was happy that the District was not responsible for the right-hand lane of Sinclair Road

and CR 429 to Old Lake Wilson Road, which was in poor condition, due to construction traffic. Mr. Boyd agreed, noting that the county was fully responsible for Sinclair Road.

C. District Manager's Report

i. Action Items List

Ms. Adams presented the Action Items List, which was included in the agenda package. Mr. Scheerer was working on the pending items for the playground. The sidewalk to the ADA ramp would start next week. The fencing was still in permitting and deposits needed to be made. Once the fence was installed, the vendor would install the bench and trash can. He was working with Ms. Adams on the language for amenity signage. During the hurricane, the shade structure loosened, but it was a simple fix. Based on today's comments, they would reach out to Playtopia about the slide being under the shade structure. Mr. Staley asked what they were doing about the 6-inch barrier for the mulch at the Fitness Center. Mr. Staley asked about straightening the 12 inch barrier. Mr. Scheerer explained that Playtopia was working on a 6-inch mulch bed similar to what was at the playground. Mr. Greenstein requested resetting the shade structure poles at the playground to make them neater and noticed people on the playground yesterday, which was nice. Ms. Adams stated that the playground was not officially open as they were waiting for the ADA ramp to be set into place and asked if the Board wanted the playground to be open prior to the bench, trash can and fencing. There was Board consensus for Ms. Adams to notify residents when the playground was available to be used and close during the fence installation. Mr. Greenstein questioned when the fence would be installed. Mr. Scheerer anticipated installation within 60 days.

Mr. Scheerer presented a Hurricane Damage Assessment Report and thanked Mr. Vargas and his team for preparing the guardhouse prior to the storm, Yellowstone for their hard work and Berry Construction for moving the pool furniture. Reunion West and Reunion East fared well, but the new reflective sign off of Sinclair Road was damaged. A new one was ordered, which Mr. Scheerer would re-install as quickly as possible. There was some tree damage. Reunion East had trees down in Patriots Landing, one Palm tree fell at the corner of Excitement Drive and Gathering Drive, which would be removed and some trees fell along SR 532, close to the entrance of Reunion Village. Due to their onsite security team, Yellowstone, GMS and Berry Construction, they were very fortunate as the damage was at a minimum. Mr. Greenstein questioned the District's financial exposure from an insurance standpoint. Mr. Scheerer stated that they could not do anything insurance-wise for landscaping, but they could replace the sign. Ms. Adams noted that

they would not meet the insurance deductible. Mr. Scheerer reported that the Homestead sign had a tree fall on it, but repairs would be minimal. There was no property damage that required a FEMA request.

Mr. Greenstein asked if there were any plans to clean debris off of roadways and curbs and suggested performing a ride around after the meeting. Mr. Scheerer would include a proposal for one-time street sweeping on the November agenda. The curbs in Reunion East and Reunion West would be pressure washed in November. Mr. Staley did not notice debris in the streets, but there were leaves over grates on Grand Traverse Pkwy. Mr. Scheerer stated that the leaves would be cleared. During the event, he received real-time information from Mr. Vargas and Yellowstone and by the time he was onsite, they assessed the damage. On behalf of the Board, Mr. Greenstein thanked Mr. Scheerer on doing a great job as the community was satisfied. The visual look of the community was of most importance, which was different since the hurricane and wanted to revisit it. Mr. Scheerer noted that he was only as good as the team. Mr. Staley requested that Yellowstone pick up trash bags left in the road. Mr. Scheerer would work with Yellowstone to get communication out to their crews. Mr. Staley reported that there was a big black trash can against the fence on a piece of CDD land on Valhalla Terr. Mr. Scheerer would handle it.

ii. Approval of Check Register

Ms. Adams presented the Check Register from September 1, 2022 through September 30, 2022, which was included in the agenda package in the amount of \$95,179.14.

On MOTION by Mr. Greenstein seconded by Ms. Harley with all in favor the September Check Register in the amount of \$95,179.14 was approved.

iii. Balance Sheet and Income Statement

Ms. Adams presented the Unaudited Financial Statements through August 31, 2022, which were included in the agenda package.

iv. Presentation of Series 2004 Arbitrage Rebate Calculation Report

Ms. Adams recalled that the District refunded the Series 2004 bond to have a new bond issue at a lower interest rate and pass any savings onto bondholders. The original indenture required an Arbitrage Calculation Report to close out the account, which was prepared by Grau &

Associates. This was for the debt that was split into three different series. According to the report, there was no negative rebate requirement and no arbitrage issue. The bond debt was regulated by the Internal Revenue Service (IRS) since it was a tax-exempt bond, as the District was required to state that it was not earning more interest than it was paying on the bond debt. These reports are run each year to ensure there was no arbitrage issue and the District was in good shape per the report.

On MOTION by Mr. Mancke seconded by Mr. Staley with all in favor the Series 2004 Arbitrage Rebate Calculation Report was accepted.

v. Landowners' Election November 10

Ms. Adams recalled that in May, the Board adopted a resolution relative to a General Election being held on November 8, 2022 and Landowners Elections on November 10, 2022 at 11:00 a.m. The District was required to announce on the record the date for the Landowners Election and to notice in a publication of general circulation before the General Election. All statutory requirements were met. A letter of explanation was included in the agenda package, which would be posted on the website. Mr. Staley requested that an e-blast be sent out by the HOA to engage people. Ms. Adams explained that residents would elect Seat #3 and Seat #5 through the General Election process, but statutorily, the Board could not swear in the new Board Members until the second Tuesday following the election, which would be November 22, 2022. Seat #4 would be elected by landowners at the Landowners Election. Discussion ensued.

D. Security Report

Ms. Adams presented the Security Report from Mr. Victor Vargas of Reunion Security, which was emailed to the Board. Mr. Staley heard that the police was active in Encore at Reunion over the last few days with parking violations. Mr. Vargas stated that they have staff driving golf carts around the community, but they sometimes requested assistance from Highway Patrol to patrol two to three hours per day to handle golf cart violations. There were many changes in the past year, which made the community better. Mr. Staley drove around the community yesterday for 15 minutes and noticed that it was quiet and asked about the additional security guard for the Sinclair gate. Mr. Vargas stated that a guard would be on duty during peak hours starting on

October 1st. Ms. Adams pointed out that staff was still reviewing the security agreements and would bring them back for Board review at the next meeting. Ms. Harley asked if there were many issues with the Sinclair gate at this time. Mr. Vargas replied no.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Staley asked if Mr. Scheerer was going to provide some ideas for traffic calming. Ms. Adams was hoping to get the Pavement Management Plan prior to making decisions on traffic calming locations but could accelerate the timeline. This item was added to the Action Items List.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Harley questioned whether there would be holiday decorations. Ms. Adams stated that the CDD had no funding for holiday decorations but allowed for decorations to be installed on CDD property. In the past, Kingwood put up holiday decorations at certain locations. One POA obtained permission last year to install holiday decorations at Reunion West. District Counsel wanted to see neutral holiday items and not religious items on CDD property since it is a local government. Mr. Greenstein recalled that it was always a resort driven activity and the Board never had any issues.

Mr. Staley questioned whether Reunion West would approve an engagement letter with Grau & Associates for the audit like Reunion East did. Ms. Adams explained that there was a slight delay with the Reunion West proposal letter, due to a provision in the audit that should the District have any changes in the financial structure, the fee could change and because bonds were issued, they proposed a different fee. So, they were currently assessing the situation with Reunion West and anticipated having an engagement letter at the November meeting. They start preparing the audits as early as possible because part of the bond documents with Reunion East and Reunion West, require an audit finalized by March 31st. If needed, they could present it to the Chair for consideration and bring it back to the Board for ratification. Mr. Staley recalled at the last meeting, Mr. Greenstein mentioning that Kingwood was meeting with the county to discuss the Sinclair road extension and questioned the status. Ms. Adams had not heard any results of those meetings. The presentation on the Old Lake Wilson Road Improvement Project was provided to all HOA management companies for distribution at the Board's request.

NINTH ORDER OF BUSINESS

Next Meeting Date – November 10th, 2022

Ms. Adams announced that the next meeting was on November 10, 2022 at 11:00 a.m. It was a regular meeting and Landowners Election.

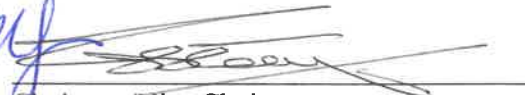
TENTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman