

LAKEWOOD RANCH STEWARDSHIP DISTRICT

Schroeder-Manatee Ranch, Inc.

14400 Covenant Way, Lakewood Ranch, Florida 34202

Minutes - Board of Supervisor's Meeting

June 5, 2015, 9:00 a.m.

Present and constituting a quorum:

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| Rex Jensen | Board Member |
| Tony Chiofalo | Board Member |
| Scott Almand | Board Member |
| Jim Schier | Board Member |

Also present were:

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|------------------|----------------------------|
| Hank Fishkind | Fishkind & Associates |
| Jonathan Johnson | Hopping Green & Sams |
| Rebecca Harris | Adams and Reese |
| Herb Boatner | Adams and Reese (by phone) |
| Brett Sealy | MBS (by phone) |
| Greg Perrine | Jones Edmunds & Assoc. |
| Pat Neal | NEAL Communities |
| Mike Kennedy | Stantec |
| Rob Engel | Stantec |
| Louis Lawman | SMR |
| Deborah Byerly | SMR |
| Deborah Cooper | SMR |
| Roger Aman | SMR |
| Bob Simons | SMR |

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Dr. Fishkind called the meeting to order and proceeded with the roll call. The members in attendance are as outlined above.

There were no comments from the public.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of Minutes of the May 1, 2015 Auditor Selection Committee and Board of Supervisors Meetings

Mr. Jensen presented the minutes from the Auditor Selection Committee and Board of Supervisors' meetings held on May 1, 2015, and asked if there were any questions or comments.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the minutes of the May 1, 2015 Auditor Selection Committee and Board of Supervisors meetings.

THIRD ORDER OF BUSINESS

Business Matters

**Consideration of Resolution 2015-16,
Approving Proposed Budgets for FY
2015/2016 and Setting a Public Hearing
Date Thereon**

Mr. Chiofalo presented the District's preliminary Operations and Maintenance Budget and Debt Service Budget for the fiscal 2015-16. Mr. Lawman provided details on the O&M budget and noted that an overall 12% increase was budgeted for preservation of the quality standards, particularly landscaping, of the District's assets. Dr. Fishkind confirmed that this was a not-to-exceed budget for submittal to the Counties and that the amounts proposed to be levied for the operations and maintenance assessments this year were less than the maximum built-out budget initially levied in year one. The public hearing was set for August 7, 2015 at 9:00 a.m.

On MOTION by Mr. Almand, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved Resolution 2015-16, Approving Proposed Budgets for FY 2015/2016 and Setting a Public Hearing Date for August 7, 2015 at 9:00 a.m. at the current location.

Dr. Fishkind requested to go back to administrative matters and asked for a motion to approve the minutes of the regular Board of Supervisors meeting of May 1, 2015.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the minutes of the May 1, 2015 Board of Supervisors meetings.

FOURTH ORDER OF BUSINESS

**Consideration of NW Sector Landscape
Agreement Recommendation**

Mr. Lawman noted that the current landscape maintenance company, Artistree Landscape, was no longer performing satisfactorily according to the scope of their contract and recommended that their contract not be renewed and that the District enter into an agreement with Greenworks Landscape Maintenance to perform the same scope of service at the same price as that of the Artistree Agreement. Mr. Johnson confirmed that the current Agreement amount is below the statutory threshold requiring competitive bids. Mr. Jensen requested staff to pre-qualify firms for future landscape maintenance contracts.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved the proposed annual Agreement with Greenworks Landscape Maintenance.

FIFTH ORDER OF BUSINESS

Consideration of Supplement to MBS Capital Markets, LLC Investment Banking Agreement for the Proposed Bond Issue for the Villages of Sarasota Project

Mr. Johnson noted that under current federal regulations it was required to engage the underwriter on an issuance by issuance basis. The terms and conditions of the supplement was consistent with prior MBS Capital Markets agreements.

On MOTION by Mr. Schier, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved the Supplement to MBS Capital Markets, LLC Investment Banking Agreement for the Proposed Bond Issue for the Villages of Sarasota Project.

SIXTH ORDER OF BUSINESS

Consideration of Bid Award for 44th Avenue East, Phase III

- o **Award Recommendation Letter and Bid Tabulation**
- o **Resolution 2015-17, Award of Contract**

Mr. Kennedy reviewed the bids and award recommendation. Mr. Johnson noted that the minor discrepancies were determined to be immaterial to the bid results and could be dealt with through potential change orders. Mr. Engel provided details related to location and timing of the project. The section of the road is approximately 1 mile long. Construction is anticipated to start around July 1st with a duration of 180 days.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved Resolution 2015-17, Awarding the Contract for 44th Avenue East, Phase III to QGS Development.

SEVENTH ORDER OF BUSINESS

Consideration of Bid Award for Gatewood Drive Extension

- o **Award Recommendation Letter and Bid Tabulation**
- o **Resolution 2015-18, Award of Contract**

Mr. Kennedy reviewed the bids and award recommendation and noted that the same minor discrepancies regarding the signage applied to this project as well. Mr. Engel provided details on the location and noted that this section of the road is approximately ¾ of a mile, start date around July 1st.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved Resolution 2015-18, awarding the Contract for Gatewood Drive Extension to QGS Development.

EIGHTH ORDER OF BUSINESS

Consideration of Bid Award for Wood Fern Trail

- o **Award Recommendation Letter and Bid Tabulation**
- o **Resolution 2015-19, Award of Contract**

Mr. Kennedy reviewed the bids and award recommendation. Mr. Engel provided details on the location and the scope of work. The section of the road is approximately 3/4 of a mile.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship approved Resolution 2015-19, awarding the Contract for Wood Fern Trail to Frederick Derr & Company.

NINTH ORDER OF BUSINESS

Financial Matters

Draw Requests & Requisitions

Mr. Almand presented for the Board’s consideration:

Requisition List for Draw No. 9 for Country Club East - Series 2014 A Bond

On MOTION by Mr. Schier, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 9 for Country Club East - Series 2014 A Bond.

**Requisition No. 3
The Villages of Lakewood Ranch South
– Developer Funded**

On MOTION by Mr. Schier, seconded by Mr. Chiofalo with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District accepted the Developer Funding and approved payment of Requisition No. 3 for The Villages of Lakewood Ranch South.

Requisition List for Draw No. 5 for Lakewood Centre North – Series 2015 A

On MOTION by Mr. Schier, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 5 for Lakewood Centre North - Series 2015 A.

TENTH ORDER OF BUSINESS

Staff Reports

Manager’s Report – Dr. Fishkind reminded the Board Members that the filing deadline for the Financial Disclosures is July 1st. Dr. Fishkind noted that the Audit Committee had met and after reviewing the proposals had recommended that Shinn & Company be awarded the contract for the District’s auditing services through fiscal year 2017.

Mr. Johnson requested the Board's approval of the recommendation of the Auditor Selection Committee to award the contract for auditing services to Shinn & Company.

On MOTION by Mr. Schier, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the recommendation of the Auditor Selection Committee to award the contract for auditing services to Shinn & Company.

Attorney's Report – No report.

Engineer's Report – Mr. Kennedy presented the following for the Board's approval:

**Specific Authorization No. 56
Services Associated with Lakewood
Ranch Stewardship District
Villages of Lakewood Ranch – Traffic
Analysis**

On MOTION by Mr. Almand, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Specific Authorization No. 56.

**Specific Authorization No. 57
Services Associated with Lakewood
Ranch Stewardship District
Lakewood Centre North Roadways
(Gatewood Drive Extension and
Wood Fern Trail) – Bidding Services**

On MOTION by Mr. Schier, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Specific Authorization No. 57.

**Specific Authorization No. 58
Services Associated with Lakewood
Ranch Stewardship District
Villages of Lakewood Ranch – Traffic
Signalization Design**

On MOTION by Mr. Almand, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Specific Authorization No. 58.

**Specific Authorization No. 59
Services Associated with Lakewood
Ranch Stewardship District
Villages of Lakewood Ranch South –
Neighborhoods 6 and 7 Planning
Services**

Mr. Chiofalo answered questions relating to funding.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Specific Authorization No. 59.

**Change Order No. 47
Villages of Lakewood Ranch Master
Drainage Plan and Permitting**

Mr. Jensen noted that this was a change order increase.

On MOTION by Mr. Schier, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 47

**Change Order Nos. 1-2
CCE – SMR Aggregates Contract,
Continuation of Earthwork**

Mr. Simons reviewed the change orders.

On MOTION by Mr. Almand, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order Nos. 1-2.

Mr. Simons presented a proposal from Jones Edmunds in the amount of \$712,500 for the extension of the City of Bradenton transmission of reclaimed water line extending the line 17,000 feet east and 12,000 feet north. The cost per linear foot is less than per the original contract. Mr. Simons noted that Mr. Perrine with Jones Edmunds was present to answer questions. Mr. Chiofalo noted that this would be funded by a developer contribution to the District in the Northwest Sector Assessment Area. Mr. Johnson noted that this would be an add-on to the existing contract with Jones Edmunds.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Proposal from Jones Edmunds as presented.

[Per email correspondence of June 10, 2015 from Mr. Chiofalo it is stated that the \$712,500 Jones Edmunds contract for the Reclaimed Water System Extension should have been with Braden River Utilities LLC. When the work is completed BRU will dedicate the completed infrastructure to the Lakewood Ranch Stewardship District.]

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

TWELFTH ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Mr. Jensen asked for a motion to adjourn the meeting.

On MOTION by Mr. Schier, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of Lakewood Ranch Stewardship District moved to adjourn the meeting.


Secretary/Assistant Secretary


Chairperson/Vice-Chairperson