

LAKWOOD RANCH STEWARDSHIP DISTRICT

Schroeder-Manatee Ranch, Inc.
14400 Covenant Way, Lakewood Ranch, Florida 34202

Minutes - Board of Supervisor's Meeting – by Telephonic Conferencing

June 5, 2020, 9:00 a.m.

Attending and constituting a quorum:

Rex Jensen	Board Member
Tony Chiofalo	Board Member
Scott Almand	Board Member
Ed Hunzeker	Board Member
Jim Schier	Board Member

Also attending were:

Hank Fishkind	PFM Financial Advisors, LLC
Brent Wilder	PFM Financial Advisors, LLC
Kevin Plenzler	PFM Financial Advisors, LLC
Jane Gaarlandt	PFM Group Consulting LLC
Jonathan Johnson	Hopping Green & Sams
Misty Taylor	BMO
Herb Boatner	BMO
Brett Sealy	MBS
Rob Engel	Stantec
Mike Kennedy	Stantec
Bob Simons	SMR
Roger Aman	SMR
Debbie Byerly	SMR
Scott Schuhle	US Bank

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

There were no public comments.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of Minutes of the May 1, 2020 Board of Supervisors Meeting

Mr. Jensen presented the minutes from the previous meetings and asked if there were any questions or comments.

On MOTION by Mr. Hunzeker, seconded by Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the minutes of the May 1, 2020 Board of Supervisors Meeting.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2020-18, Appointing District Officers

Mr. Johnson noted that the resolution would add Mr. Almand to the current slate of officers as Assistant Secretary.

On MOTION by Mr. Schier, seconded by Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-18, Appointing District Officers.

FOURTH ORDER OF BUSINESS

Business Matters

**Consideration of Financing Matters
Relative to the Taxable Series 2020
Refinancing Bonds, Lakewood Centre and
NW Sector**

- **Other Matters** (*provided under separate cover*)

Mr. Sealy noted that over the last 30 days there has been some stabilization of the market and Staff has recently taken actions to refresh the S&P rating which would take about two weeks. With the favorable market conditions and if the market continues to improve, Staff will proceed with the transaction. No action required at this time.

FIFTH ORDER OF BUSINESS

**Consideration of Financing Matters
Relative to the Series 2020 Refunding
Bonds, Country Club East**

- **Refinancing Update**
- **Other Matters** (*provided under separate cover*)

Mr. Sealy noted that a very favorable rating was received from Standard & Poor's and working together with PFM had received bond insurance and surety bond bids, Staff are in the process of preparing documents related to the refinancing of the Series 2006 bonds and will be asking for a continuance of today's meeting to bring back a delegation resolution and forms of documents.

SIXTH ORDER OF BUSINESS

**Consideration of Financing Matters
Relative to the Lorraine Lakes Project,
Series 2020 Bonds**

- **Presentation Engineer's Report**
- **Presentation of Master Assessment Report**
- **Consideration of Resolution 2020-21, Declaring Special Assessments**
- **Consideration of Resolution 2020-22, Setting a Public Hearing Date on the Imposition of Special Assessments**
- **Other Matters** (*provided under separate cover*)

Mr. Johnson noted that Staff had been working with Lennar and is prepared to proceed with the special assessment process presented the documents included in the agenda packet.

Mr. Kennedy noted that Staff had reviewed the engineer's report and had no further comments.

Mr. Johnson noted that there were no roads behind gates or other kinds of facilities that would typically be considered private in a potentially gated community.

Dr. Fishkind noted that the assessment report was in standard form.

Mr. Johnson reviewed Resolution 2020-21.

On MOTION by Mr. Chiofalo, seconded by Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-21, Declaring Special Assessments

Mr. Johnson reviewed Resolution 2020-22 noting the special Covid-19 quorum provisions.
Mr. Jensen requested a strategy to return to in person meetings subject to Executive Orders.

On MOTION by Mr. Chiofalo, seconded by Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-22, Setting a Public Date on the Imposition of Special Assessment for July 10, 2020 at 9:00 a.m.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-23, Approving Proposed Budget for FY2020/2021 and Setting a Public Hearing Thereon

Mr. Chiofalo presented the proposed operating budget noting the continued growth of the Stewardship District and infrastructure. The estimated built-out is \$10.1 million and the majority of the infrastructure is already in place or currently under construction.
Dr. Fishkind confirmed for the record that with the minor increases in certain categories the assessment are still below the maximum operating and maintenance levels previously established;

On MOTION by Mr. Hunzeker, seconded by Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-23, Approving a Proposed Budget for FY2020/2021 and Setting a Public Date Thereon for August 7, 2020 at 9:00 a.m.

EIGHTH ORDER OF BUSINESS

Consideration of Revised Agreement between the District and PFM

Mr. Johnson noted that Staff had reviewed the agreement and confirmed that PFM had incorporated the requested changes.
Dr. Fishkind presented the agreement for additional services.

On MOTION by Mr. Chiofalo, seconded by Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Revised Agreement between the District and PFM.

NINTH ORDER OF BUSINESS

Consideration of Personnel Leasing Agreement [Construction Fund Accounting Services]

Mr. Johnson reviewed the agreement outlining the allocation of responsibilities between SMR and PFM employees.

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Personnel Leasing Agreement [Construction Fund Accounting Services].

TENTH ORDER OF BUSINESS

Consideration of Agreement between the District and Cepra Landscape, LLC for Landscape and Irrigation Maintenance Services

Mr. Engel presented the agreement for a total amount of \$ 90,113.00.

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 Agreement between the District and Cepra Landscape, LLC for Landscape and Irrigation Maintenance Services.

ELEVENTH ORDER OF BUSINESS

Consideration of Agreement between the District and Irrigation Design Associates, Inc. for Irrigation Installation Services and

Materials (Lorraine Road South Irrigation System Improvements Construction)

Mr. Engel presented the agreement for a total amount of \$ 92,089.00.

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 Agreement between the District and Irrigation Design Associates, Inc. for Irrigation Installation Services and Materials.

TWELFTH ORDER OF BUSINESS

Consideration of Agreement between the District and SMR Farms, LLC for Landscape Installation Services and Materials (Lorraine Rd. South Landscape Improvement Project)

Mr. Engel presented the agreement for a total amount of \$163,982.00.

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 Agreement between the District and SMR Farms, LLC for Landscape Installation Services and Materials.

THIRTEENTH ORDER OF BUSINESS

Consideration of Amendment to Acquisition Agreement for Indigo Project

Mr. Johnson presented the agreement, which would add specific language to the existing agreement relative to indemnification of the District. Mr. Jensen requested clarification on the turn-over delays.

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 Amendment to Acquisition Agreement for Indigo Project.

FOURTEENTH ORDER OF BUSINESS

Consideration of Bid Award for Lakewood Ranch Northwest Sector East Landscape and Irrigation Maintenance

- **Award Recommendation Letter and Bid Tabulation**
- **Resolution 2020-24, Award of Contract**

Mr. Kennedy presented the recommendation to award the contract for Lakewood Ranch Northwest Sector East Landscape and Irrigation Maintenance to Sun State Landscape Management Inc. for the total bid amount of \$276,486.35.

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-24, Award of Contract to Sun State Landscape Management Inc.

FIFTEENTH ORDER OF BUSINESS

Consideration of Bid Award for Lakewood Ranch Northwest Sector West Landscape and Irrigation Maintenance

- **Award Recommendation Letter and Bid Tabulation**
- **Resolution 2020-25, Award of Contract**

Mr. Kennedy presented the recommendation to award the contract for Lakewood Ranch Northwest Sector West Landscape and Irrigation Maintenance to Sun State Landscape Management Inc. for the total bid amount of \$276,589.49.

On MOTION by Mr. Almand, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-25, Award of Contract to Sun State Landscape Management Inc.

SIXTEENTH ORDER OF BUSINESS

Consideration of Bid Award for Lakewood Centre – CORE Phase 2 and SR-70 Turn Lanes 3

- **Award Recommendation Letter and Bid Tabulation**
- **Resolution 2020-26, Award of Contract**

Mr. Engel presented the recommendation to award the contract for Lakewood Centre – CORE Phase 2 and SR-70 Turn Lanes 3 to Frederick Derr & Company Inc. for the total bid amount of \$5,874,440.45.

On MOTION by Mr. Schier seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-26, Award of Contract to Frederick Derr & Company Inc.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Resolution 2020-27, Rejecting All Bids for the Waterside Pavilion Project

Mr. Engel noted that all three bids received in response to the RFP were over budget. Mr. Simons provided details noting that amendments to the design were in progress.

On MOTION by Mr. Almand, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2020-27, Rejecting All Bids for the Waterside Pavilion Project.

EIGHTEENTH ORDER OF BUSINESS

Financial Matters

Draw Requests & Requisitions

Mr. Almand presented for the Board's Consideration:

**Requisition List for Draw No. 33
Del Webb
Series 2017 Bond**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Requisition List No. 33 for Del Webb.

**Requisition List for Draw No. 18
Lakewood Centre & NW Sector
Series 2018 Bond**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 18 for Lakewood Centre & NW Sector.

**Requisition List for Draw No. 11
Lakewood Centre North
Pre-Funding**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 11, Lakewood Centre North – Pre-Funding.

**Requisition List for Draw No. 16
Northeast Sector
2017 Note**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Requisition List No. 16 for Northeast Sector.

**Requisition List for Draw No. 6
The Villages of Lakewood Ranch South
Pre-Funding - Landowner/County
Construction Funding Agreement**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District accepted the Construction Funding and approved payment of Requisition List No. 6 for The Villages of Lakewood Ranch South.

NINETEENTH ORDER OF BUSINESS

Compilation Report

No Comments

TWENTIETH ORDER OF BUSINESS

Staff Reports

Manager's Report –

Ms. Gaarlandt reminded the board members that the Form 1 Financial Statement is due by July 1st. District Staff will send out an email with the digital version of the form.

Attorney's Report – Mr. Johnson noted that the traffic signal agreement authorized by the Board at the last meeting has been prepared and reviewed by County Staff and is continuing to move forward. Mr. Johnson provided legislative updates.

Engineer's Report –

Mr. Engel presented for the Board's approval:

**Change Order No. 1
Irrigation Design Associates, Inc.
Rangeland Pkwy. Phase IV; Benito Ct. to
Lorraine Rd.
Increase in Contract price
Increase in Contract scope to reconfigure
existing 2-wire system to support new
phase of roadway irrigation to Lorraine Rd.**

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 1, Irrigation Design Associates, Inc.

**Quotation
Irrigation Design Associates, Inc.
Lorraine Road South
Irrigation Distribution System**

Duplicate item – no action.

**Change Order No. 1
SMR Farms, LLC
44th Ave E. Phase 4 – Indigo to Lorraine Rd
Changes in the original scope of job
phase of roadway irrigation to Lorraine Rd.**

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 1, SMR Farms, LLC.

**Cost Sheet
SMR Farms, LLC
Lorraine Road South**

2020 Landscape Improvements Scope

Duplicate item – no action.

**Proposal
Creative Mailbox Designs
Lorraine Road
Street Signs**

Mr. Simons provided details. Total amount \$20,805.60.

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 Creative Mailbox Designs

Consent Agenda

**Change Order No. 2
Woodruff & Sons, Inc.
Waterside Master Utilities – Lorraine Rd
Directional Drill Force Main
Recore MH, patch previous core to County standards, re-install pipe to new configuration, re-repair road & curb**

**Change Order No. 4
Woodruff & Sons, Inc.
Waterside Place Boulevard and Waterside Place Park Earthwork**

Additional grading at Waterside Place for Earthwork: Mobilization, layout & as-builts, proof roll and finish grade

**Change Order No. 4
Ryngolf Corporation
Uihlein Road Phase 3 with SR-64 FDOT Turn Lanes
Material Deducts. Additional Lake work (25, 31, 32) Plan Changes Rev H: Sanitary sewer, potable water, reclaimed water, irrigation, storm sewer and material credits**

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Consent Agenda Items.

TWENTYFIRST ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

TWENTYSECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

TWENTYTHIRD ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Schier, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District moved to continue the June 5, 2020 meeting to June 12, 2020 at 9:00 a.m.



Secretary/Assistant Secretary



Chairperson/Vice-Chairperson