

LAKWOOD RANCH STEWARDSHIP DISTRICT

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

Minutes - Board of Supervisor's Meeting

January 5, 2024, 9:00 a.m.

Attending and constituting a quorum:

Rex Jensen	Chair Person
Tony Chiofalo	Vice-Chair Person / Assistant Secretary
John Gleeson	Assistant Secretary
Ed Hunzeker	Assistant Secretary
Jim Schier	Assistant Secretary

Also attending were:

Jane Gaarlandt	PFM Group Consulting LLC	
Jennifer Glasgow	PFM Group Consulting LLC	(by phone)
Jorge Orsini	PFM Group Consulting LLC	(by phone)
Kevin Plenzler	PFM Financial Advisors LLC	
Brent Wilder	PFM Financial Advisors LLC	(by phone)
Jonathan Johnson	Kutak Rock	
Anne Ross	LWRSD	
Heather Ross	LWRSD	
Sete Zare	MBS	
Misty Taylor	BMO	
Scott Almand	SMR	
Bob Simons	LWR Development	
Rob Engel	Stantec	
Mike Kennedy	Stantec	
Erin Tumolo	Morris Engineering	(by phone)
Scott Schuhle	U.S. Bank	(by phone)

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.

Public Comments

There were no public comments.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of Resolution 2024-08, Election of Officers

Ms. Gaarlandt noted that this resolution is brought back to the Board to reflect the changes to the board members and adding additional assistant treasurers for check signing purposes. Ms. Gaarlandt suggested keeping the current slate with exception of the following updates: Replacing Scott Almand with John Gleeson as assistant Secretary, and adding Amanda Lane, Amy Champagne, Verona Griffith, and Rick Montejano as Assistant Treasurers.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-08, Election of Officers, keeping the current slate with the exception of the updates as listed above.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-09, Designating Authorized Signatories for the District's Bank Account(s)

Ms. Gaarlandt noted that this resolution confirms for the record the updates to the authorized signatories on the district's bank account(s).

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-09, Designating Authorized Signatories for the District's Bank Account(s).

FOURTH ORDER OF BUSINESS

Consent Agenda

Mr. Jensen presented the consent agenda:

- i. **Minutes**
 - **December 1, 2023 Board of**
- ii. **Rebate Reports**
 - **Special Assessment Revenue bonds 2018 (Lakewood Centre & NW Sector Project)**
 - **Special Assessment Revenue bonds 2018 (Northeast Sector Project – Phase 1B)**
- iii. **Agreement between the District and Morris Engineering for Project Engineering Services Relative to Palm Grove Project Bond Issuance**
- iv. **Financing Team Funding Agreement between the District and Lennar Homes, LLC**

Mr. Johnson answered questions regarding items iii. and iv.

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 items on the consent agenda.

FIFTH ORDER OF BUSINESS

Business Matters

- Consideration of Financing Matters Relative to the Lakewood Ranch Southeast Project, Series 2024 Special Assessment Revenue Bonds**
- A. **Other Matters** *(provided under separate cover)*

Mr. Johnson noted that the public hearing on imposition of special assessments is scheduled for February 9th.

SIXTH ORDER OF BUSINESS

- Consideration of Financing Matters Relative to the Aurora Project, Series 2024 Special Assessment Revenue Bonds**
- A. **Master Engineer's Report**
 - B. **Master Assessment Methodology Report**
 - C. **Resolution 2024-10, Declaring Special Assessments**

- D. **Resolution 2024-11, Setting Public Hearing Date on the Imposition of Special Assessments**
- E. **Other Matters** *(provided under separate cover)*

Ms. Tumolo provided details of the Master Engineer’s Report noting that all permits for the project are approved, construction is underway and near completion and the certification process has started.

Mr. Johnson noted that the project does not include any private roadways, only stormwater and utilities that will be turned over to the County.

Mr. Plenzler provided details of the Master Assessment Methodology Report stating that the assessments are found to be reasonable and equitably allocated and the benefit received by the property owners is also found to be in excess of the related assessments. All the lots are already platted and a detailed assessment roll attached as well.

Mr. Johnson provided details of resolution 2024-10, and confirmed that the assessments only affect the Aurora project.

On MOTION by Mr. Schier, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-10, Declaring Special Assessments.

Mr. Johnson suggested February 9, 2024 for the public hearing.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-11, Setting a Public Hearing Date on the Imposition of Special Assessments for February 9, 2024 at 9:00 a.m. at the current location.

Ms. Zare noted additional documents will be presented at the February meeting and preclosing is anticipated take place in conjunction with the March meeting.

SEVENTH ORDER OF BUSINESS

Financial Matters

Draw Requests

Mr. Almand presented for the Board’s Consideration:

**Requisition List for Draw No. 5
SMR Taylor Ranch
Landowner 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 approved Draw No. 5 – SMR Taylor Ranch, Pre-Funding.

**Requisition List for Draw No. 72
Lakewood Centre & NW Sector
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. 72 - Lakewood Centre & NW Sector – Pre-Funding.

**Requisition List for Draw No. 51
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 approved Draw No. 51 - The Villages of Lakewood Ranch South – Pre-Funding.

**Requisition List for Draw No. 28
Northeast Sector
Pre-Funding**

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 28 - Northeast Sector – Pre-Funding.

EIGHTH ORDER OF BUSINESS

Compilation Report

There were no comments to the financial statements.

NINTH ORDER OF BUSINESS

Staff Reports

Attorney's Report – Mr. Johnson noted that information regarding the continued education will be provided later in January. Furthermore, with the legislative session starting next week, there is a Special District legislation that is moving, it is a Committee Bill, which means it is a project of the Speaker, House Bill No. 7103. Most of the provisions do not apply to the Stewardship District, however, one thing that does apply is the requirement to conduct a performance audit and establish annual goals for the operation of the District and post those goals and then annually update whether or not those goals are perceived to have been met which will increase costs. Updates will be provided as they become available.

Manager's Report – No Report.

Engineer's Report – Mr. Engel presented for the Board's consideration:

**Change Order No. 2
Frederick Derr & Company
44th Avenue East Phase VI
Lighting Installation**

Mr. Simons confirmed that the amount is within budget.

On MOTION by Mr. Chiofalo, seconded by Mr. Gleeson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 2, Frederick Derr & Company.

**Change Order No. 3
Frederick Derr & Company
44th Avenue East Phase VI
Upsize Force Main from 4" to 16"**

Mr. Simons provided details. The proposed increase to be paid by another party. Counsel will provide a standard construction funding agreement.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 3, Frederick Derr & Company subject to confirmation of funding source.

**Change Order No. 3
Frederick Derr & Company
Rangeland Parkway Extension
Lighting Installation**

Mr. Simons confirmed that the same criteria as for Change Order No. 2 applies.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 3, Frederick Derr & Company.

**Change Order No. 4
Kisinger Campo & Associates
Lakewood Ranch Boulevard overpass over
I-75 to Cattlement Road (Design)
Lakewood Ranch Boulevard Project
Development & Environmental (PD&E)
Services**

Mr. Simons provided details and updates on the project.

On MOTION by Mr. Gleeson, seconded by Mr. Chiofalo, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 4, Kisinger Campo & Associates.

Executive Director's Report –

Executed Documents

Mr. Ross noted that reimbursement from FEMA for Hurricane Ian for the total amount of \$310,000 was received except for \$15,000 for debris removal still outstanding.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Engel provided a timeline for upcoming projects. Discussion ensued regarding the number of days the bids are valid. A total number of 90 days will be requested.

There were no Supervisor requests.

ELEVENTH ORDER OF BUSINESS

Audience Comments

There were no audience comments.

TWELFTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Gleeson, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District moved to adjourn the January 5, 2024 meeting.


Secretary/Assistant Secretary


Executive Director