

# LAKWOOD RANCH STEWARDSHIP DISTRICT

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

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## Minutes - Board of Supervisor's Meeting

December 1, 2023, 9:00 a.m.

Attending and constituting a quorum:

Rex Jensen	Chair Person
Tony Chiofalo	Vice-Chair Person / Assistant Secretary
Scott Almand	Treasurer/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	
Brett Sealy	MBS	
Sete Zare	MBS	
Misty Taylor	BMO	
Bob Simons	SMR	
Rob Engel	Stantec	
Mike Kennedy	Stantec	
John Gleeson	Public	
Suzanne Henke	Public	

## 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

#### Consent Agenda

Mr. Sealy provided information related to the Aurora Project.

Mr. Jensen presented the consent agenda:

- i. Minutes
  - November 3, 2023 Board of
- ii. Agreements between the District and SMR Regarding the Provision of Project Management & Administrative Services
  - BRU

- LWRSD O&M
- Personnel Leasing
- iii. Landscape Maintenance Agreement Renewals:
  - Cepra Landscape Rangeland East Agreement
  - Cepra Landscape Rangeland West Agreement
  - Cepra Landscape 44th Ave West Agreement
  - Cepra Landscape 44th Ave East Agreement
  - Cepra Landscape Academic Agreement
  - Cepra Landscape Bourneside NE Sector Agreement
  - Cepra Landscape Bourneside SE Sector Agreement
  - SSLM Hourly Price Increase
- iv. Financing Matters Relative to the LRSD Southeast Project
  - MBS Investment Banking Agreement
- v. Financing Matters Relative to the LRSD Aurora Project
  - MBS Investment Banking Agreement
  - Agreement between the District and Matt Morris Engineering for Project Engineering Services
  - Agreement between the District and Lennar Homes, LLC Regarding the Acquisition of Certain Work Product and Infrastructure
- vi. Engineer's Reports
  - Change Order No. 1 Frederick Derr & Company, Inc. Silver Falls Run Extension Additions and Deduction for Materials due to changes in Plan
  - Change Order No. 131 Under Specific Authorization No. 131 Stantec SR-64 and Uihlein Road Roundabout Design, Permitting, and Construction Phase Services Project

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 items on the consent agenda.

**THIRD ORDER OF BUSINESS**

**Business Matters**

**Consideration of Matters Relating to Parks and Recreation**

- a. Policies
- b. Rates

- A. Public Hearing**
  - Public Comments
  - Board Comments
- B. Consideration of Resolution 2024-05, Adopting Recreational Policies and Rates**

Ms. Ross provided details on the Policies and Rates.

On MOTION by Mr. Schier, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District opened the public hearing.

There were no comments from the public.

On MOTION by Mr. Chiofalo, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District closed the public hearing.

Mr. Johnson presented resolution 2024-05, noting for future purposes that the policies can be adjusted, however, any adjustments to the rates would require a public hearing.  
Ms. Ross provided additional information on the policies and rates.

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 2024-05, Adopting Recreational Policies and Rates.

**FOURTH ORDER OF BUSINESS**

- Consideration of Financing Matters Relative to the Lakewood Ranch Southeast Project, Series 2024 Special Assessment Revenue Bonds**
  - A. Master Engineer’s Report**
  - B. Master Assessment Methodology Report**
  - C. Resolution 2024-06, Declaring Special Assessments**
  - D. Resolution 2024-07, Setting Public Hearing Date on the Imposition of Special Assessments**
  - E. Other Matters** *(provided under separate cover)*

Mr. Kennedy provided details of the Master Engineer’s Report.

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.

Mr. Johnson stated for the record that the proposed assessment that would be put in place early 2024 only affect the properties per the legal description attached to the methodology report. Mr. Plenzler confirmed.

Mr. Johnson provided details of resolution 2024-06.

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 2024-06, Declaring Special Assessments.

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

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 2024-07, Setting a Public Hearing Date on the Imposition of Special Assessments for February 9, 2024 at 9:00 a.m. at the current location.

Mr. Sealy provided details on the financing process.

**FIFTH ORDER OF BUSINESS**

**Financial Matters**

Mr. Almand presented for the Board's Consideration:

**Draw Requests**

**Requisition List for Draw No. 50  
The Villages of Lakewood Ranch South  
Pre-Funding - Landowner/County  
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 Draw No. 50 - The Villages of Lakewood Ranch South – Pre-Funding.

**Requisition List for Draw No. 71  
Lakewood Centre & NW 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. 71 - Lakewood Centre & NW Sector – Pre-Funding.

**Requisition List for Draw No. 4  
SMR Taylor Ranch  
Landowner 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 Draw No. 4 – SMR Taylor Ranch, Pre-Funding.

**Requisition List for Draw No. 27  
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. 27 - Northeast Sector – Pre-Funding.

**SIXTH ORDER OF BUSINESS**

**Compilation Report**

There were no comments to the financial statements.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**Attorney's Report** – Mr. Johnson noted that further information regarding the continued education will be provided in January. Other Bills are being monitored.

**Manager's Report** – No Report.

**Engineer's Report** – No Report

**Executive Director's Report** –

**Executed Documents**

Mr. Ross noted that Mr. Almand and from Mr. Chiofalo had expressed their intentions to resign from the Board. Mr. Almand and Mr. Chiofalo confirmed that they wished to resign.

On MOTION by Mr. Schier, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District accepted the resignations from Mr. Almand and Mr. Chiofalo.

Mr. Johnson noted that there are now two (2) vacancies on the Board. Mr. John Gleeson has expressed his interest in serving on the Board and is present at today's meeting. Ms. Ross previously circulated his resume was previously circulated to the Board. If the Board is favorable to act upon his resume, Seat 2, vacated by Mr. Chiofalo, can be filled by motion. The term expires in November 2024.

On MOTION by Mr. Jensen, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District nominated John Gleeson to Seat 2.

Mr. Johnson noted there is still a vacancy in Seat 3 previously held by Mr. Almand. The term expires in November 2026.

On MOTION by Mr. Hunzeker, seconded by Mr. Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District nominated Tony Chiofalo to Seat 3.

Ms. Gaarlandt administered the oath of office to Mr. Gleeson and Mr. Chiofalo.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Mr. Chiofalo, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District moved to adjourn the December 1, 2023 meeting.

  
Secretary/Assistant Secretary

  
Executive Director