

# 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

June 7, 2024, 9:00 a.m.

Attending and constituting a quorum:

Rex Jensen	Chair Person
John Gleeson	Assistant Secretary
Ed Hunzeker	Assistant Secretary
Glenda Robertson	Assistant Secretary

Also attending were:

Jane Gaarlandt	PFM Group Consulting LLC	
Jennifer Glasgow	PFM Group Consulting LLC	(by phone)
Brent Wilder	PFM Financial Advisors LLC	
Kevin Plenzler	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	
Scott Almand	SMR	
Bob Simons	LWR Development	
Denise Gray	LWR Development	
Rob Engel	Stantec	(by phone)
Mike Kennedy	Stantec	
Scott Schuhle	U.S. Bank	
John McKay	JHM/NEAL Comm.	
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 noting that Ms. Robertson was sworn in prior to the meeting. The members in attendance are as outlined above.

### Public Comments

There were no public comments.

## SECOND ORDER OF BUSINESS

### Administrative Matters

#### Consent Agenda

Mr. Jensen presented the consent agenda:

- i. Minutes
  - May 3, 2024 Board of Supervisors Meeting
  - May 24, 2024 Continued Meeting
- ii. Project Completion and Assessment Finalization Resolutions

- 2024-28, Series 2017 Del Webb
  - 2024-29, Series 2027 Lakewood National and Polo Run
  - 2024-30, series 2019 Lake Club Phase 4
  - 2024-31, Series 2019 Cresswind
- iii. Engineer's Report
- Change Order No. 3  
RIPA & Associates, LLC  
Bourneside Blvd II Widening w/3 Roundabouts/ Reclaimed WM & Booster Pump Station  
Plan Revisions – Sanitary and Drainage
  - Change Order No. 3  
Frederick Derr & Company  
Harmony Trail  
Reduction for Clearing + Grubbing and Silt Fence and adding additional SOD and sidewalk repairs, storm pipe and grate inlet and concrete price increase
  - Change Order No. 4  
Frederick Derr & Company  
Silver Falls Run Extension  
Additional SOD and price increases to concrete, aggregates, and fuel
  - Change Order No. 7  
Frederick Derr & Company  
Rangeland Parkway Extension  
Storm Pipe Plugs for Testing, add. Conduit, stabilize curb area and re-pour curb, Junction box-new riser
  - Change Order No. 8  
Frederick Derr & Company Inc.  
44<sup>th</sup> Avenue East Phase VI  
Change in materials for water main casing – gate valve and blow off
  - Specific Authorization No. 140  
Stantec  
General Construction Phase Services

On MOTION by Mr. Gleeson, seconded by Mr. Hunzeker, 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 Financing Matters Relative to the Lakewood Ranch Southeast Project, Series 2024 Special Assessment Revenue Bonds**

**B. Other Matters** *(provided under separate cover)*

This item was tabled.

**FOURTH ORDER OF BUSINESS**

**Consideration of Financing Matters Relative to the Palm Grove Project, Series 2024 Special Assessment Revenue Bonds**

- A. Public Hearing on the Imposition of Special Assessments**
  - Public Comments
  - Board Comments
- B. Engineer's Report**
- C. Master Assessment Methodology Report**
- D. Resolution 2024-32, Levying Special Assessments**
- E. Other Matters** *(provided under separate cover)*

Mr. Johnson noted that a public hearing on the proposed assessments is scheduled for today and stated that the proposed assessments will only apply to lands within the Palm Grove Project.

On MOTION by Ms. Robertson, 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.

Mr. Johnson noted that the Engineer's Report included in the agenda packet was unchanged from the document previously adopted by the Board in substantial form. Table 2, the Summary of Opinion of Probable Cost, outlines the proposed financing of infrastructure cost consisting of approximately \$11,000,000 of Stormwater Management, \$13,800,000 Water and Sewer Utilities along with Professional Services Fees and Contingency not-to-exceed \$30,300,000.

Mr. Plenzler provided details of the Master Assessment Methodology Report stating the report was unchanged from the document presented at the April meeting. The assessments are found to be reasonable and equitably allocated and the benefit received by the property owners is found to be in excess of the related assessments.

Mr. Johnson provided details of Resolution 2024-24, which puts in place the Master Lien prior to the sale, and adopts the Engineer's Report and the Master Assessment Methodology,

On MOTION by Mr. Hunzeker, seconded by Mr. Gleeson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-32, levying Special Assessments.

**FIFTH ORDER OF BUSINESS**

**Consideration of Financing Matters Relative to the Star Farms – Phase 3/4 Project, Series 2024 Special Assessment Revenue Bonds**

- A. Supplemental Assessment Methodology Report**
- B. Resolution 2024-33, Supplemental Assessment Resolution**
- C. Other Matters** *(provided under separate cover)*

Mr. Sealy noted that this was another successful financing with very good institutional participation with mostly the same participants that have historically been purchasing bonds from the Stewardship District for the last 20 years. Details of the pricing is outlined on page 231 of the agenda packet.

On MOTION by Mr. Gleeson, seconded by Mr. Hunzeker, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District closed the public hearing related to the Palm Grove Project.

Mr. Plenzler provided details of the Supplemental Assessment Methodology Report noting the document was updated to incorporate the final pricing numbers but was otherwise in similar form to what was previously presented to the Board.

Mr. Johnson provided details of Resolution 2024-33.

On MOTION by Mr. Hunzeker, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-33, Supplement Assessment Resolution.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-34, Approving Proposed Budgets for Fiscal Year 2024-2025 and Setting a Public hearing Thereon [suggested date: August 12, 2024]**

Ms. Ross presented and provided details of the budget, noting that this was the first full fiscal year with both Stewardship O&M assessments and BRU. The Stewardship Staff continues a concerted effort on the GIS infrastructure and hopefully moving into an asset management program. The BRU budget is very similar to that of the current year with additional lines items added.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2024-34, Approving Proposed Budgets for Fiscal Year 2024-2025 and Setting an Public Hearing date for August 12, 2024 at 9:00 a.m. at the current location.

A discussion ensued regarding board member availability on August 12<sup>th</sup>.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District Reapproved Resolution 2024-34, Amending the date for the Public Hearing to August 9, 2024 at 9:00 a.m. at the current location.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Reimbursement Agreement between Manatee County and the Lakewood Ranch Stewardship District for Masters Avenue at Bourneside Boulevard Roundabout**

Ms. Ross presented and provided details of the agreement.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District authorized the Chairman to execute the Reimbursement Agreement between Manatee County and the District for Masters Avenue at Bourneside Boulevard Roundabout.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Bid Award for Dam Road Water Main and 44<sup>th</sup> Avenue East Phase 5 Force Main Project**  
**A. Award Recommendation Letter and Bid Tabulation**  
**B. Resolution 2024-24, Award of Contract**

Mr. Engel provided details on the project noting that the bid was previously extended 30-days to June 18<sup>th</sup>. As the reimbursement agreements are not yet in place, an additional 60-days extension has been discussed with the contractor.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District authorized Staff to seek an additional 60-day bid extension.

**NINTH ORDER OF BUSINESS**

**Financial Matters**

**Draw Requests**

Mr. Almand presented for the Board's Consideration:

**Requisition List for Draw No. 5  
LRSD Taylor Ranch  
Series 2023 Bond**

On MOTION by Mr. Hunzeker, seconded by Mr. Gleeson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 5 – LRSD Taylor Ranch, Series 2023 Bond.

**Requisition List for Draw No. 77  
Lakewood Centre & NW Sector  
Pre-Funding**

On MOTION by Mr. Hunzeker, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 77 - Lakewood Centre & NW Sector – Pre-Funding.

**Requisition List for Draw No. 56  
The Villages of Lakewood Ranch South  
Pre-Funding - Landowner/County  
Construction Funding Agreement**

On MOTION by Mr. Hunzeker, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 56 - The Villages of Lakewood Ranch South – Pre-Funding.

**Requisition List for Draw No. 33  
Northeast Sector  
Pre-Funding**

On MOTION by Mr. Hunzeker, seconded by Mr. Gleeson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Draw No. 33 - Northeast Sector – Pre-Funding.

**TENTH ORDER OF BUSINESS**

**Compilation Report**

There were no comments to the financial statements.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**Attorney’s Report** – Mr. Johnson reminded the Board that the ethics training has to be completed by December 31<sup>st</sup>, noting that board members taking office after March 31<sup>st</sup> is not obligated to complete the training this year, though that provision is not in the law.

**Manager’s Report** – Ms. Gaarlandt reminded the Board that the next meeting is scheduled for July 12<sup>th</sup>.

**Engineer’s Report**

**Change Order No. 2  
RIPA & Associates, LLC  
Bourneside Blvd II Widening w/3  
Roundabouts/ Reclaimed WM & Booster  
Pump Station; Booster Pump Deduction**

Mr. Engel provided details of Change Order No. 2. Mr. Simons confirmed that the savings to the District is about \$407,000.00.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Change Order No. 2, RIPA & Associates, LLC.

**Purchase Requisition Request Form  
Barney’s Pumps Inc.  
Bourneside Blvd II Widening with 3  
Roundabouts and LWR Reclaimed Water  
Main and Booster Pump Station Project  
Booster Pump Station**

Mr. Engel provided details of the direct purchase requisition in the amount of \$453,986.00.



On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Purchase Requisition Request Form, Barney's Pumps Inc.

**Quote  
C&M Road Builders Incorporated  
BRU Kent Lake Booster Pump Station**

Mr. Engel provided details of the proposal for the installation of the pump in the amount of \$351,293.50.

On MOTION by Mr. Gleeson, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the C&M Road Builders Incorporated Quote.

**Specific Authorization No. 141  
Stantec  
Taylor Ranch BRU Lake Driveway/ Reclaim  
Main Extension**

Mr. Engel provided details of the scope of work in the amount of 77,550.00.

On MOTION by Ms. Robertson, seconded by Mr. Gleeson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Specific Authorization No. 141, Stantec.

Mr. Kennedy provided updates on the continued work on the water treatment plant for LWR Southeast. The package was received from Toll Brothers, however, the Bill of Sales was missing. Documents will be provided to the County for review.

**Executive Director's Report**

**Executed Documents**

Ms. Ross expressed her appreciation of Ms. Heather Ross' work on the projects and reminded the Board Members of the Form 1 electronic filing.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**

Ms. Henke asked about the roadway maintenance responsibility within individual Subdivision, specifically Palm Grove and Taylor Ranch. Mr. Jensen responded that it was not the District's responsibility. Mr. Johnson noted that only stormwater and utilities are being financed.


**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Mr. Hunzeker, seconded by Ms. Robertson, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District moved to adjourn the June 7, 2024 meeting.

  
Secretary/Assistant Secretary

  
Executive Director