

# 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 May 7, 2021, 9:00 a.m.

Attending and constituting a quorum:

Rex Jensen	Chair
Tony Chiofalo	Vice-Chair/Assistant Secretary
Scott Almand	Treasurer/Assistant Secretary
Ed Hunzeker	Assistant Secretary
Jim Schier	Assistant Secretary

Also attending were:

Jane Gaarlandt	PFM Group Consulting LLC	
Christina Hanna	PFM Group Consulting LLC	(by phone)
Brent Wilder	PFM Financial Advisors, LLC	(by phone)
Kevin Plenzler	PFM Financial Advisors, LLC	(by phone)
Jonathan Johnson	Hopping Green & Sams	
Misty Taylor	BMO	
Brett Sealy	MBS	
Sete Zare	MBS	(by phone)
Scott Schuhle	US Bank	
Rob Engel	Stantec	(by phone)
Debbie Byerly	SMR	
Bob Simons	SMR	
Garrett Hardy	SMR	
Roger Aman	SMR	
Mark Fraser	SHV	
Andres Buser	Shoreview Resident	

### 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

##### Review of Letter from Sarasota County Supervisor of Elections

Ms. Gaarlandt noted that as of April 15<sup>th</sup> of the current year, there were 945 registered voters in Sarasota County. The District has not yet received the letter from Manatee County Supervisor of Elections.

### THIRD ORDER OF BUSINESS

#### Seating of the Auditor Selection Committee

On MOTION by Mr. Chiofalo, seconded by Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District seated the Auditor Selection Committee with Mr. Chiofalo, Mr. Almand, Mr. Schier, and Mr. Hunzeker.

## **FOURTH ORDER OF BUSINESS**

Mr. Jensen presented the consent agenda.

## **Consent Agenda**

- i. Minutes**
  - **April 9, 2021 Board of Supervisors Meeting**
- ii. Resolution 2021-19, Adopting Supplemental Assessment Report, Del Webb Project**
- iii. Revised Language for Purchasing Protocols**
- iv. Engineer's Report**
  - **Change Order No. 98 Under Specific Authorization No. 76  
Waterside Master utilities –  
Miscellaneous Services Project**
  - **Change Order No. 96 Under Specific Authorization No. 118  
Lakewood Centre CORE Roadways Project**
  - **Change Order No. 97 Under Specific Authorization No. 79  
Waterside Neighborhood 8**
  - **Change Order No. 9  
Frederick Derr & Company, Inc.  
Rangeland Pkwy Improvements and Post Blvd. Exersion  
Additional services & changes:  
Materials return, Survey, stop bar/crosswalk, fill, MH, curb**
  - **Change Order No. 4  
Frederick Derr & Company, Inc.  
Academic Ave. & Lighterwood Trail  
Roadway Improvements  
Force main stakeout; Prepare record drawings, Striping**
  - **Change Order No. 7  
Ryangolf Corporation  
Blue Lake Road  
Tree Removal Permit**
  - **Change Order No. 11  
Woodruff & Sons, Inc.  
Waterside Place Boulevard and Waterside Place Park Earthwork  
Waterside Park Phase #3 Pond Bank: Sod, Clearing & Grading**
  - **Change Order No. 6-Final  
RIPA & Associates, LLC  
Bourneside Blvd North Phase II  
Final reconciliation: Direct purchase deducts for sitework, conduit, pipe & precast, DOT supply; and direct purchases for waterworks, aluminum and county materials**
  - **Change Order No. 1  
Irrigation Design Associates, Inc.**

- Bourneside Blvd Ph. II N.  
Increase in contract total and scope
- Proposal No. SAL 211859P  
Driggers Engineering Services, Inc.  
Blue Lake Road  
Materials Testing and Inspection Services
- Proposal No. SAL 211858P  
Driggers Engineering Services, Inc.  
Bourneside Blvd. South Phase II  
Materials Testing and Inspection Services
- Proposal No. SAL 211857P  
Driggers Engineering Services, Inc.  
Pope Road Improvements  
Materials Testing and Inspection Services

On MOTION by Mr. Chiofalo, seconded by Almand, 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 Sweetwater Project, Series 2021  
Bonds**

- A. Engineer's Report
- B. Master Assessment Report
- C. Resolution 2021-20, Declaring Special Assessments
- D. Resolution 2021-21, Setting a Public Hearing Date on the Imposition of Special Assessments
- E. Perpetual Easement with M/I Homes of Sarasota, LLC
- F. Stormwater Management Agreement with HOA
- G. Other Matters *(provide under separate cover)*

Mr. Sealy provided an overview of the project noting that the anticipated timeline for issuance of the bonds is August/September.

Mr. Johnson presented the Engineer's Report prepared by WRA Engineering. The Board will be asked to approve the report in substantial form when approving the resolution. No privately used improvements will be funded.

Mr. Jensen confirmed for the record that the assessments for this project will only be imposed on the land that is part of this area.

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 is also found to be in excess of the cost of the assessments.

Mr. Sealy answered questions relative to the use of funds.

Mr. Johnson provided details of Resolution 2021-20.

On MOTION by Mr. Chiofalo, seconded by Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2021-20, Declaring Special Assessments.

Mr. Johnson presented Resolution 2021-21.

On MOTION by Mr. Chiofalo, seconded by Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved Resolution 2021-21, Setting a Public Hearing Date on the Imposition of Special Assessments for July 9, 2021 at 9:00 a.m. at the current location.

Mr. Johnson presented the perpetual easement in standard form and asked for the Board's approval of the agreement in substantial form.

On MOTION by Mr. Schier, seconded by Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Perpetual Easement with M/I Homes of Sarasota, LLC in substantial form.

Mr. Johnson presented the stormwater agreement asked for the Board's approval of the agreement in substantial form.

On MOTION by Mr. Schier, seconded by Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District approved the Stormwater Management Agreement with HOA in substantial form.

There were no other matters to consider.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Revised Audited Financial Statements**

Mr. Chiofalo noted that the report previously presented had not been signed off by the concurrent partner of the CPA firm Carr Riggs & Ingram. There were no substantial changes made to the report.

On MOTION by Mr. Almand, seconded by Schier, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District accepted the Revised Audited Financial Statements.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Agreement between the District and Sun State Landscape Inc. for Landscape Installation Services and Materials (Waterside Place Island Park)**

Mr. Engel presented the agreement for the total amount of \$146,739.40, which is within budget.

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 with Sun State Landscape Inc.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Agreement between the District and Irrigation Design Associates, Inc. for Irrigation Installation Services and Materials (Waterside Place Island Park)**

Mr. Engel requested that this item be pulled from the agenda.

**NINTH ORDER OF BUSINESS**

**Financial Matters**

**Draw Requests & Requisitions**

Mr. Almand presented for the Board's Consideration:

**Requisition List for Draw No. 1  
Bourneside Blvd South Ph 2  
Landowner 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. 1 for Bourneside Blvd South Ph 2.

**Requisition List for Draw No. 3  
Lake Club Phase 4 Project  
Series 2019 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. 3 for Lake Club Phase 4 Project.

**Requisition List for Draw No. 41  
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. 41 for Lakewood Centre & NW Sector.

**Requisition List for Draw No. 22  
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. 22, Lakewood Centre North – Pre-Funding.

**Requisition List for Draw No. 5  
Northeast Sector Phase 2C  
Series 2020 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. 5 for Northeast Sector Phase 2C.

**Requisition List for Draw No. 17  
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. 17 for The Villages of Lakewood Ranch South.

**TENTH ORDER OF BUSINESS**

**Compilation Report**

There were no comments to the financial statements.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**Manager’s Report** – Ms. Gaarlandt asked that everyone attending the meeting sign the attendance sheet.

**Attorney’s Report** – No Report. Mr. Jensen asked Mr. Johnson to get with Mr. Hunzeker regarding the Country Club East drainage issue.

**Engineer’s Report** – No Report

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Mr. Chiofalo, seconded by Mr. Almand, with all in favor, the Board of Supervisors of the Lakewood Ranch Stewardship District moved to adjourn the May 7, 2021 meeting.

  
Secretary/Assistant Secretary

  
Chairperson/Vice-Chairperson