

**MINUTES OF MEETING
REUNION EAST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Reunion East Community Development District was held on Thursday, **June 8, 2023** at 1:00 p.m. via Zoom Communication Media Technology and at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida.

Present and constituting a quorum:

Mark Greenstein	Chairman
Steven Goldstein	Vice Chairman
Trudy Hobbs <i>(via Zoom)</i>	Assistant Secretary
John Dryburgh	Assistant Secretary
June Wispelwey	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Kristen Trucco	District Counsel
Steve Boyd <i>(via Zoom)</i>	Boyd Civil Engineering
Addison Engeman	Boyd Civil Engineering
Alan Scheerer	Field Manager
Garret Huegel	Yellowstone Landscape Services
Victor Vargas	Reunion Security
Residents	

The following is a summary of the discussions and actions taken at the June 8, 2023 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:02 p.m. and called the roll. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. Resident Lester Blades of 1530 Houston questioned whether there was a response to his written proposal from five months ago for The Stables and requested that it be added to the agenda for the next meeting. Resident Diane Davis of 1540 Corolla Court felt that security improved in their response and helpfulness, but there were issues with construction and trash on some of these construction sites that blew onto houses. Builders were eating chicken and throwing their bones all around a tree several houses down and leaving lunchboxes unattended. There were also hidden “*No Parking*” signs behind trees, which Ms. Davis took pictures of, but the trees were not cut back. There were guidelines to maintain trees to a certain height as they grew, because roots were damaging the sidewalks. Resident Jill Mulhere of 1211 Radiant Street agreed with the trash issues as her dog chewed on the chicken bones multiple times. There being no further comments, Ms. Adams closed the public comment period. Mr. Greenstein pointed out that trash was an HOA matter, but the builder should be informed. If a tree was blocking vehicles, the CDD would be involved. The Stables would be addressed later in the meeting.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 11, 2023
Meeting**

Ms. Adams presented the minutes from the May 11, 2023 meeting, which were included in the agenda package and were reviewed by District Counsel and the District Manager.

Mr. Goldstein MOVED to approve the Minutes of the May 11, 2023 Meeting and Mr. Dryburgh seconded the motion.
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Ms. Wispelwey pointed out that the minutes were full of acronyms and suggested what the acronym stood for be included. Ms. Adams noted for the purpose of having information on the record regarding the agreements with Kingwood and the Master Association, the Reunion West CDD Board requested included a summary of the workshop minutes at the beginning of every minutes and questioned whether the Board wanted the same. *There was Board consensus to include them.*

On VOICE VOTE with all in favor the Minutes of the May 11, 2023 Meeting were approved as presented.

- **Review and Acceptance of Pavement Management Report (Item 5)**

Mr. Boyd apologized for the report taking longer than anticipated to complete. Mr. Dryburgh requested a copy of the report electronically prior to the meeting in order to be prepared for the presentation. Ms. Adams stated that it was sent electronically last night. Mr. Boyd was open to taking questions or comments after the meeting.

Mr. Boyd drove and walked through all of the roads in Reunion East, taking photos and grading the roads, based on a Pavement Condition Index Methodology, which was included in Appendix D. The grading scale was based on the square feet of the roadway, stress of the roadway, approximate area of distressed areas and severity, in order to come up with a score. Tables 2 through 5 included recommendations and a sequence of action. The roads with the heaviest traffic had the most severe distress. Considering the age of the pavement surfaces, the District's roads were in reasonable condition for what was expected for a pavement surface that was 20 years old. The one exception, which was unrelated to the age, was on Spine Road between 545 and the gatehouse. There was significant settlement, due to the storm pipe underneath it, which either had soil intrusion or a problem with the base. On Tradition Boulevard from Spine Road to I-4, they were recommending remediation as soon as possible. In Table 3, they were recommending resurfacing within the next two years, followed by roads that were in generally good condition, but because they were approaching the end of their life, they planned for resurfacing in either the 2030 or 2035 timeframe. The report did not address the exact improvement because they needed to get a core sample to verify the existing pavement depth and base condition prior to making a final recommendation of the resurfacing, to affect traffic as little as possible. They must mill to an appropriate depth to get the new layer where it needed to be, but based on what they observed, there appeared to be no base issues, although the pavement was showing its age in many locations.

Mr. Greenstein appreciated how the report was broken out as it identified the work that was required as soon as possible, sections for the next two years and the long-term work between 2030 and 2035 in the remaining areas, but not all areas. Mr. Boyd explained that every road in the District was identified and by the end of the 2035 timeframe, recommended that all of roads be resurfaced. Mr. Greenstein estimated that 10% of their roadways were in the "*As soon as possible*" category. Mr. Boyd pointed out that it was 10% or less, with Tradition, Spine and Reunion

Boulevard being the priorities, followed by Gathering Drive towards the golf academy. In Mr. Greenstein's opinion, everything in the tables should be manageable from a financial standpoint. Ms. Adams recommended that the Board prioritize Tables 2 and 3 and authorize the District Engineer to obtain competitive proposals for the geotechnical work and provide at the July meeting. Mr. Greenstein asked if finalizing Reunion West's report would impact the status of this report. Mr. Boyd did not believe so as there was nothing urgent and recommended proceeding with Spine Road and Tradition Boulevard before they get worse.

Ms. Wispelwey felt that there should be a turn lane or less abrupt turn going south on Old Lake Wilson Road, turning right onto Spine Road. Mr. Dryburgh recalled there would be four lanes, a turn lane and stop light. Mr. Boyd noted that there were plans to widen it to four lanes and include a median. *There was Board consensus for the District Engineer to obtain competitive proposals for the geotechnical work for Tables 2 and 3 and for the District Manager to include a budget item for Fiscal Year 2024 for the roadwork and include the Pavement Management Plan on the next agenda for acceptance.*

- **Engineer (Item 7B)**

Mr. Boyd reported that the site improvements were complete for the access gates on Davenport Creek Bridge and he and Mr. Scheerer were assisting the gate installer. Mr. Dryburgh questioned the status of the traffic calming. Ms. Adams stated it would be addressed.

Engineering staff left the meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-09
Appointing Assistant Treasurer**

Ms. Adams presented Resolution 2023-09, appointing Mr. Darrin Mossing, Sr. as Assistant Treasurer. Mr. Mossing was the owner of Government Management Services (GMS) and an accountant by trade. Having him as an Assistant Treasurer would allow him to assist with management of the financial records. This resolution was being presented to all Districts in Central Florida and was recommended for approval.

On MOTION Mr. Greenstein seconded by Mr. Goldstein with all in favor Resolution 2023-09 Appointing Darrin Mossing as Assistant Treasurer was adopted.

FIFTH ORDER OF BUSINESS

**Review and Acceptance of Pavement
Management Report**

This item was discussed earlier in the meeting.

SIXTH ORDER OF BUSINESS

**Discussion of HVAC Quotations at
Heritage Crossing Community Center**

Ms. Adams reported that Mr. Scheerer has been working on this item for several months regarding the replacement of the HVAC system at the Heritage Crossing Community Center (HCCC), gathering competitive proposals and some options for the Board to consider. This item was contemplated as part of the Replacement and Maintenance Plan for the current fiscal year.

Mr. Scheerer presented proposals from three reputable HVAC companies; Folsom Services, Inc., Franks Air Conditioning and Dell Air; however, only Folsom Services, Inc. and Franks Air Conditioning submitted proposals. There were six rooftop units on this building, requiring crane removal and replacement. There were two 10-ton package units and four 12.4-ton package units. Folsom Services Inc. dealt mainly in Carrier, but Carrier could not adapt to the current system that was on the roof. They wanted to install a Trane system, the same system that Franks Air Conditioning proposed. The only difference in the proposals were that Franks Air Conditioning wanted to switch the manual outside air handlers to motorized, which they currently did not have and did not know if there was the need for one. They also wanted to do some soundproofing and replace all of the duct work. The duct work did not need to be replaced. There was insulation around the outside that would be replaced during removal and installation. The budget amount for this year was \$132,862, which was in the current budget. The Folsom Services, Inc. proposal for the six units was \$216,293.72 and the Franks Air Conditioning proposal was \$161,090. HCCC must be closed during the crane process.

Mr. Scheerer pointed out that the goal would be to remove a couple of units, get them running and move on to the next couple of units. There was a five-year warranty on the compressor and one year manufacturing warranty. All thermostats would be replaced with programmable thermostats that would be tied into the United Fire system. All ducts had smoke detectors, which would work with the United Fire system, but the system must be taken offline while the units were being installed. Mr. Greenstein felt that there was no reason to spend \$50,000 more. Mr. Scheerer agreed, as they started this process in February and by the time they start receiving funding from the Tax Roll, it could be eight to ten months before some of these projects started. Unfortunately,

there was a cost to do business, the longer they waited. Ms. Adams confirmed that there was funding in the Repair & Maintenance (R&M) Fund. Mr. Greenstein noted they had ample reserve funds and was amazed they were able to get 20 years out of this equipment. Mr. Goldstein pointed out that the warranties and units were comparable, the quality of service with Franks Air Conditioning exceeded Folsom Services, Inc. and the price was the best that they could get.

On MOTION Mr. Goldstein seconded by Mr. Goldstein with all in favor the proposal with Franks Air Conditioning for HVAC services in the amount of \$161,090 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco recalled tracts that Ms. Wispelwey identified in the Reunion Village 1C replat that the CDD may be responsible for that were not conveyed by Orlando Health, Inc. to the CDD at the last Board Meeting. They reached out to the developer, EHOF Acquisitions II, LLC., who confirmed that there was currently a mortgage over Tract RW-1 and three open space tracts, OS-1, OS-3 and OS-4. The developer was working with their attorneys to modify the mortgage over those tracts before they were conveyed to the CDD.

Ms. Trucco noted the following changes in the Legislature:

- The minimum age to drive a golf cart was no longer 14 years of age. It was 16 with a permit or 18 with a valid Driver's License. There was also a requirement that an 18-year-old must have a Government issued photo ID card.
- Water Control Districts could designate their roads as permissible for golf cart use. In the past, the Statute only provided counties and municipalities the ability to designate their roads for golf cart use. Staff would monitor this.
- House Bill 199, a revision to Chapter 112 was passed into Law. Starting on January 1st, Board Members were required to complete four hours of ethics training. There would be information in the coming months.

Ms. Trucco heard from Kingwood's counsel regarding the Irrigation System Operating Agreement. Ms. Carpenter was in the process of reviewing it and would bring it before the Board next month for final approval. Mr. Dryburgh assumed that nothing changed as far as legality requirements for golf carts. Ms. Trucco confirmed that nothing changed, but if District roads were

permissible for golf cart use, the driver must be 18 years old versus 14 and everything else still applied.

B. Engineer

This item was discussed.

C. District Manager's Report

Ms. Adams recalled at last month's meeting when the number of registered voters were discussed for 2023, Mr. Dryburgh inquired about the number of registered voters in 2022. In the Reunion East CDD boundaries, as of April 15, 2023, there were 718 registered voters and as of April 15, 2022, there were 716 registered voters. Ms. Adams was in contact with Osceola County regarding the Planned Unit Development (PUD) for Reunion relating to the ability to permit The Stables in a way other than what it was currently permitted for. She advised the county that the Board was considering recreational use of the parcel or turning it into a parking area such as for boat and RV storage, including a recreational facility that would eventually be permitted for food and beverage or alcohol. They indicated that the District would need to submit a minor modification to the permit in order for them to answer that question and requested direction from the Board in terms of the most desirable uses. Using the facilities for recreational purposes and food and beverage were different than using the facilities for additional parking areas.

Mr. Dryburgh recalled at one time a company wanted to use this facility for wedding venues, which would include serving alcohol and food. Mr. Goldstein clarified that they would not sell alcohol. Ms. Adams could not speak to any previous due diligence regarding the appropriateness of permitting that location for this use, but the District as the owner would want to do their own due diligence before soliciting for proposals. Mr. Dryburgh pointed out that a group had the desire to improve the facility at their own expense and offer products for sale. Legal had an issue because the District may or may not be allowed to make a profit on a product that was paid for through public use funds, which was separate and distinct from the legal issue. In order to respond, the District must have a cost to modify it if they were interested in using the building for recreational food and beverage. Mr. Greenstein pointed out that the Board fully intended to change the status of the building as it was underutilized, there was interest from other parties and the community would like to see The Stables utilized. Ms. Wispelwey asked if there was the option of selling the building. Mr. Greenstein stated that was a last resort.

Ms. Trucco recalled that the Board explored this in the past and it was explained that The Stables were financed with tax exempt bonds and a private organization could not make a profit with that building. Ms. Wispelwey clarified that the bonds would be paid off when it was sold. Ms. Trucco advised that they must redeem the bonds first and it was currently subject to a Management Services Agreement (MSA) with Reunion. Mr. Greenstein confirmed that it was covered by a MSA and they wanted to ensure that it did not fall apart. Ms. Trucco recalled that the MSA was approved in 2018 and provided to Bond Counsel, but there was a question of whether a private organization could make a profit. Mr. Dryburgh questioned the amount of the bonds if they must be paid off. Ms. Trucco stated \$600,000 was used to construct The Stables, but there was no formal analysis and they would need to get Bond Counsel involved, which was cumbersome as there was a restriction for only 5% non-qualified use. Mr. Dryburgh noted they could sell it and it would not be part of that percentage and once they sold it to an investment group, it was not part of the total. Ms. Trucco offered to have Bond Counsel perform an analysis.

Mr. Dryburgh asked if they were buying the land and the building or just the building because if the CDD continued to own the land and provide a 30-year lease on the land, they could take the building for \$600,000, assuming the bonds were paid off first. Mr. Greenstein noted there were financial implications if they sold the building, but if the Board wanted to use the facility for a recreational purpose, they needed to go before the county to modify the permit for a recreational purpose since it is not an equestrian feature as previously planned. Ms. Adams noted it not a modification of a permit, but a modification of a PUD, which she has done in other Districts. Ms. Wispelwey stated the options were to sell the building, turn it into a parking lot for boat and RV storage, use it for a Reunion Resort purpose or have an independent option. Ms. Adams noted that the Board was not restricted to just those options and if the Board wanted it to be a recreational food and beverage type of operation, they could solicit proposals. Ms. Trucco advised that vendors could not make a profit because they already reached their non-qualifying use and were restricted and suggested obtaining a formal opinion from Bond Counsel. Mr. Greenstein preferred to go to the county to change the zoning because it gets it on the record as Kingwood under the MSA, had control over the building as they were managing the building on the District's behalf and would have the option to enhance the facility. Mr. Dryburgh suggested that the Board look at their maintenance as the building was rapidly falling apart. Mr. Greenstein recommended that the Board direct GMS to make a minor modification to the PUD. *There was Board consensus to proceed*

with the recreation and/or food and beverage option and obtain a proposal from Bond Counsel to perform an analysis. Mr. Greenstein requested that this item be included on the Action Items List as an ongoing project. Ms. Adams would communicate the Board's decision to Kingwood. Mr. Dryburgh questioned whether the sale of the building would include the trash dump. Ms. Trucco would look into the Board's options as it would change the acreage of the CDD, which would require a Contraction Ordinance by the county.

i. Action Items List

Ms. Adams presented the Action Items List, which was included in the agenda package. Regarding the traffic calming, the radar display signs for Reunion West funded for this fiscal year would be installed soon. Now that they had the priority areas to be resurfaced in the next two or three years, they could determine if there was any overlay with areas that were recommended for speed calming devices and report to the Board; however, it would be deferred until after the paving project was completed. Mr. Dryburgh agreed. Ms. Wispelwey recalled discussion about speed bumps on Excitement Drive. Ms. Adams confirmed that would look at locations recommended by Security based on where people tended to pick up speed and from the most complaints communicated to Reunion Security.

Mr. Scheerer reported that all of the improvements installed in the roundabout with the pedestrian crossing were completed. New signs were installed. A tree was removed and the area was graded and re-sodded today. He talked to Fausnight Stripe & Line about using triangle stenciling before all pedestrian crosswalks. They were going to use an OUC pole on the Davenport Creek Bridge to include a "*Pedestrian Ahead*" sign towards the traffic circle in order for anyone coming through the traffic circle from any direction to see. The swing set was being installed and the border was in. They were supposed to set the poles, but it was raining. The swings would not be installed until after the concrete was set and the poles were delivered, which was expected the first of next week. The Seven Eagles pool furniture was delivered and installed a month ago and it looks good. All of the Palm trees were trimmed by Yellowstone today. Seed pods were dropping all over Seven Eagles. Yellowstone started at Seven Eagles and were going around all of the pools. The fountain replacement in Seven Eagles was turning out to be a difficult as he only received one proposal after contacting half a dozen contractors. He was going to try another source and bring it back to the Board.

Mr. Scheerer reported that they were waiting on parts for the RFID at the Reunion Village gate. They will need internet through Reunion IT. Mr. Goldstein understood that they had internet as there was a satellite dish. Mr. Scheerer would find out what the satellite dish was hooked up to. Mr. Dryburgh questioned residents not being able to visually see safety signs. Mr. Scheerer reported that a tree was removed to make it safer for people to cross the street by the roundabout. Mr. Dryburgh asked whether it was Security's job to inform Mr. Scheerer about "No Parking" signs that could not be viewed and report to Mr. Greenstein once a month on the 15 signs that could not be viewed. Ms. Wispelwey pointed out that two signs were down. Mr. Dryburgh requested this as an action item to discuss how many were corrected and left to be corrected. Mr. Greenstein recommended getting the Master HOA to commit to a schedule of when canopies would be raised on all trees because the canopy was too low and they were responsible for maintaining the area. Mr. Dryburgh agreed that trash and trees were the responsibility of the Master HOA.

Mr. Scheerer reported that annually, the sidewalks were inventoried for health and safety issues and any sidewalks over a quarter inch would be removed. They cut tree roots out as it caused the sidewalks to lift. Mr. Dryburgh understood if the root goes deep enough and did not push the sidewalk up, it was not addressed. Mr. Scheerer explained even though they had roots infiltrating the asphalt, they were only addressing the sidewalks at this point, as the asphalt would be addressed during the mill and resurfacing process. They do this every year, starting in October or November, but throughout the year, if someone sees a cracked or damaged sidewalk, Mr. Scheerer requested a picture and address and would have it taken care of. They did not address cosmetic issues. There being no other action items, Ms. Adams would include the vegetation around signage and The Stables on the Action Items List.

ii. Approval of Check Register

Ms. Adams presented the Check Register from May 1, 2023 through May 31, 2023 in the amount of \$334,691.79, which was included in the agenda package.

On MOTION by Mr. Goldstein seconded by Mr. Greenstein with all in favor the May Check Register was approved.

iii. Balance Sheet and Income Statement

Ms. Adams presented the Unaudited Financial Statements through April 30, 2023, which were included in the agenda package for informational purposes.

iv. Replacement and Maintenance Plan

Ms. Adams presented the Replacement and Maintenance Plan, which was included in the agenda package. The dates were updated each month. The Field Manager was gathering quotes for roof replacement and work on the arbors. It was provided for information purposes and no Board action was required. Mr. Greenstein questioned what work was being performed on the arbors. Mr. Scheerer stated that Yellowstone removed vegetation from the arbors so they could be refurbished. Rotted wood would be replaced, it would be repainted and have new landscaping. Mr. Greenstein clarified this was the arbor in Patriots Landing. Mr. Scheerer hoped to complete the repair in the next week. Mr. Dryburgh questioned the best time of year to resurface the roads. Ms. Adams stated that they preferred to resurface the roads during the off-peak season as traffic was less during the summer months, but the chance of being interrupted by a weather event increased. Mr. Greenstein suggested breaking the work out into pieces.

v. Reminder of Form 1 Filing Requirement Deadline: July 1st

Ms. Adams reminded the Board to complete their Form 1, Statement of Financial Interest and file with the county elections office. If anyone had not received their packet from the county and needed an electric copy and instructions for filing, she requested they notify her as this was a time sensitive item and fees were imposed for late filings. Mr. Dryburgh recalled that they could Fax the forms to the county. Ms. Adams pointed out that they could also be emailed. Mr. Greenstein would verify that the latest revision to the form was available on the State website.

D. Security Report

Mr. Vargas presented the May Security Report, which was provided under separate cover. There were 281 violations. An accident occurred in the community this past weekend at 5:00 a.m. when a resident fell asleep behind the wheel and crashed into a tree. The street had to be closed for several hours. Ms. Wispelwey heard that there was an underage party in Homestead. Mr. Vargas reported that the party was shut down by Midnight. In the last three months, there were two house parties. Mr. Greenstein recalled at the Reunion West meeting, it was reported that many

vehicles were parking on sidewalks and driveway pad. Security was going to pay additional attention and go through the notification process, as it was a violation of State Law to block a sidewalk. If the behavior was not corrected, the car would be towed. Ms. Adams pointed out that a car would be towed in accordance with the District parking rules.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

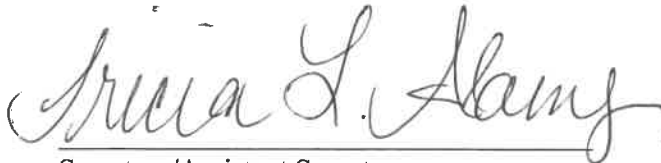
Next Meeting Date – July 13th, 2023

Ms. Adams stated the next meeting was scheduled for July 13, 2023 at 1:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Dryburgh seconded by Mr. Goldstein with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman