

**MINUTES OF MEETING
CENTER LAKE RANCH WEST COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Center Lake Ranch West Community Development District held a Regular Meeting on June 29, 2023 at 3:00 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present at the meeting were:

Susan Kane	Chair
Nora Schuster	Vice Chair
Diana Cabrera	Assistant Secretary
Chrissie Inosencio	Assistant Secretary
Jared Wilken	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates LLC (WHA)
Jere Earlywine	District Counsel
Marc Stehli (via telephone)	District Engineer
Jeff Trimble (via telephone)	Poulos & Bennett, LLC

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 3:19 p.m. Supervisors Kane, Shuster and Cabrera were present. Supervisors Kirk and Wilken attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Presentation of Engineer's Report
(Assessment Area One)**

Mr. Earlywine stated that, while the Engineer's Report in the agenda book is not the most recent version, it is essentially the same except that some numbers for the neighborhood improvements were added to the final version. Mr. Stehli presented the Engineer's Report for Assessment Area One. He noted the following:

➤ The Assessment Area One improvements include off-site roadway and utility improvements associated with Center Lake Ranch Boulevard and Twelve Oaks Drive, Taylor

Morrison Neighborhood Improvements for portions of Neighborhood 1A West and Neighborhood 1A East and M/I Homes Neighborhood Improvements for certain lands known as Neighborhood 1B.

- The Master Costs subtotal for the Master Infrastructure, which is Center Lake Ranch Boulevard and Twelve Oaks Drive, is \$31,992,839, which covers the roadways, stormwater utilities, undergrounding electrical, hardscape, landscape, irrigation, public passive amenities, recreation areas, professional services and contingencies.
- The subtotal for the Taylor Morrison Neighborhood Improvements is \$30,153,787 and the subtotal for the M/I Homes Neighborhood Improvements is \$10,623,667. The neighborhood improvements include roadways, stormwater utilities, undergrounding electrical, hardscape, landscape, irrigation, public passive amenities, conservation areas, professional services and contingencies.

Mr. Earlywine asked if the costs for hardscape, landscape and passive amenities were left in, as he thought there was discussion about them coming out of the Capital Improvement Plan (CIP). Mr. Stehli stated that those were removed from the M/I Homes improvements and, for the Taylor Morrison improvements, there is an \$80,000 placeholder for the public passive amenities. Public passive amenities and conservation areas were not included in the Master Improvements costs.

Mr. Earlywine stated that this Report has the same findings normally found in an Engineer’s Report, including the finding that these improvements benefit Assessment Area One, that the project is feasible and able to be constructed.

The grand total of the improvements is approximately \$72,782,093.

The Engineer’s Report will be approved as part of the adoption of Resolution 2023-31.

FOURTH ORDER OF BUSINESS

Presentation of Master Special Assessment Methodology Report

Ms. Cerbone presented the of Master Special Assessment Methodology Report, which was prepared based on the most recent version of the Engineer’s Report. She pointed out Section 2.1 explains the overall Assessment Area One Development Program, and Section 3.2, further breaks down the Assessment Area One Project by Master and Neighborhood components. She noted the following:

- The Assessment Area One Project costs total \$72,780,293.

- The CDD will have to issue approximately \$96,170,000 in par amount of special assessment bonds to fully fund the Assessment Area One Project costs of \$72,780,293.
- The most current development plan envisions 735 residential dwelling units consisting of townhomes, villas and single-family units.
- The public infrastructure improvements create special and peculiar benefits to the property within Assessment Area One, including added use of the property, added enjoyment of the property, decreased insurance premiums and increased marketability and value.

Ms. Cerbone reviewed Tables 1 through 6, on Pages 15 through 17, which break out the Assessment Area One Development Plan, Project Costs, Preliminary Sources and Uses of Funds, Benefit Allocation, Project Cost Allocation and Bond Assessments Apportionment.

Mr. Earlywine stated that the timing is such that the assessment process for Assessment Area One will be started based on the Engineer’s and Master Special Assessment Methodology Reports. Issuance of the bonds will be authorized at the July meeting and it might be possible to hold the assessment public hearing in early August, hold the pre-closing and closing and be funded in early to mid-August.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-31, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid by Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date

Ms. Earlywine stated that Resolution 2023-31 authorizes District Counsel and District Management to issue Assessment Notices for a public hearing on the assessments.

Ms. Cerbone presented Resolution 2023-31 and read the title.

On MOTION by Ms. Kane and seconded by Ms. Schuster, with all in favor, Resolution 2023-31, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to be Paid by Assessments, and the Manner and Timing in Which the Assessments are to be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings for August 9, 2023 at 1:30 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746; Providing for Publication of this Resolution; and Addressing Conflicts, Severability and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-32, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2023-32.

On MOTION by Ms. Cabrera and seconded by Ms. Schuster, with all in favor, Resolution 2023-32, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2023

On MOTION by Ms. Schuster and seconded by Ms. Cabrera, with all in favor, the Unaudited Financial Statements as of April 30, 2023, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of April 12, 2023 Regular Meeting Minutes

On MOTION by Ms. Kane and seconded by Ms. Cabrera, with all in favor, the April 12, 2023 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock, LLP

Mr. Earlywine stated that work on acquisitions is underway.

B. District Engineer (Interim): Poulos & Bennett, LLC

There was no report.

C. District Manager: Wrathell, Hunt and Associates, LLC

▪ Consideration: Osceola County Property Appraiser Agreement

Ms. Cerbone presented the Agreement with the Osceola County Property Appraiser to place the assessments on the tax bill, when appropriate. The following change will be made:

Where necessary: Insert “West” after “Ranch”

On MOTION by Ms. Cabrera and seconded by Ms. Kane, with all in favor, the Agreement with the Osceola County Property Appraiser, was approved.

• NEXT MEETING DATE: July 12, 2023 at 1:30 PM

○ QUORUM CHECK

The next meeting will be on July 19, 2023, rather than July 12, 2023.

On MOTION by Ms. Schuster and seconded by Ms. Cabrera, with all in favor, changing the July meeting date from July 12, 2023 to July 19, 2023, was approved.

TENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kane and seconded by Ms. Cabrera, with all in favor, the meeting adjourned at 3:43 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair