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 March 12, 2025 at 1:30 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present:

Susan Kane	Chair
Nora Schuster	Vice Chair
Diana Cabrera	Assistant Secretary
Gaylon Barcom (via telephone)	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Antonio Shaw	Wrathell, Hunt and Associates LLC (WHA)
Bennett Davenport (via telephone)	District Counsel

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Kantarzhi called the meeting to order at 1:32 p.m. The Oath of Office was administered to Ms. Schuster prior to the meeting to ensure a quorum.

Supervisors Schuster, Cabrera and Kane were present. Supervisor Barcom attended via telephone. Supervisor-Elect Reynolds was not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Elected Supervisors (Nora Schuster - Seat 2, Robert Reynolds - Seat 3) (the following to be provided in a separate package)**

This item was addressed during the First Order of Business. The Oath of Office will be administered to Mr. Reynolds at or before the next meeting. Ms. Schuster is familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-01 and recapped the results of the Landowners' Election, as follows:

Seat 2	Nora Schuster	300 votes	4-Year Term
Seat 3	Robert Reynolds	300 votes	4-Year Term
Seat 5	Gaylon Barcom	250 votes	2-Year Term

On MOTION by Ms. Cabrera and seconded by Ms. Schuster, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Acceptance of Resignation of Gaylon Barcom [Seat 5]**

Mr. Kantarzhi presented Mr. Gaylon Barcom's resignation.

On MOTION by Ms. Cabrera and seconded by Ms. Kane, with all in favor, the resignation of Mr. Gaylon Barcom from Seat 5, was accepted.

SIXTH ORDER OF BUSINESS **Consider Appointment of Andrea Fidler to Fill Unexpired Term of Seat 5; Term Expires November 2026**

Ms. Schuster nominated Ms. Andrea Fidler to fill Seat 5. No other nominations were made.

On MOTION by Ms. Schuster and seconded by Ms. Cabrera, with all in favor, the appointment of Ms. Andrea Fidler to fill Seat 5, was approved.

- **Administration of Oath of Office**

Mr. Kantarzhi, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Andrea Fidler. As an experienced Board Member, Ms. Fidler is familiar with the items listed in the Third Order of Business.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-02. Ms. Cabrera nominated the following:

Nora Schuster	Chair
Diana Cabrera	Vice Chair
Susan Kane	Assistant Secretary
Robert Reynolds	Assistant Secretary
Andrea Fidler	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Gaylon Barcom	Assistant Secretary
Cindy Cerbone	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Andrew Kantarzhi	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Kane and seconded by Ms. Schuster, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Ratification Items**

Mr. Kantarzhi presented the following:

A. Easement Agreement (Center Lake on the Park/M/I Homes)

B. Quit Claim Deed

C. Quit Claim Bill of Sale

D. M/I Homes of Orlando, LLC Fence Easement

On MOTION by Ms. Cabrera and seconded by Ms. Kane, with all in favor, the Easement Agreement for Center Lake on the Park/M/I Homes; Quit Claim Deed; Quit Claim Bill of Sale; and M/I Homes of Orlando, LLC Fence Easement, were ratified.

Mr. Kantarzhi will email backup to Item 8B to the Board and District Counsel.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of January 31, 2025**

On MOTION by Ms. Schuster and seconded by Ms. Cabrera, with all in favor, the Unaudited Financial Statements as of January 31, 2025, were accepted.

TENTH ORDER OF BUSINESS **Approval of Minutes:**

A. August 14, 2024 Public Hearings and Regular Meeting

B. November 5, 2024 Landowners' Meeting

On MOTION by Ms. Cabrera and seconded by Ms. Schuster, with all in favor, the August 14, 2024 Public Hearings and Regular Meeting Minutes and the November 5, 2024 Landowners' Meeting, both as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock, LLP

B. District Engineer: Poulos & Bennett, LLC

There were no District Counsel or District Engineer reports.

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

Mr. Kantarzhi presented the Orlando Utilities Commission (OUC) Agreement for street lighting, noting that Mr. Earlywine and Ms. Ligas will work with OUC to finalize the Agreement regarding indemnification.

On MOTION by Ms. Kane and seconded by Ms. Cabrera, with all in favor, the OUC Agreement, in substantial form, was approved.

- **NEXT MEETING DATE: April 9, 2025 at 1:30 PM**
  - **QUORUM CHECK**

Mr. Kantarzhi stated the April 9, 2025 meeting will likely be cancelled. The next meeting will likely be held in May to present the proposed Fiscal Year 2026 budget. A landscaping Request for Proposals (RFP) will likely also be presented at the next meeting.

Discussion ensued regarding the RFP process, landscaping services, scope of service, warranty periods and budget forecasting.

Mr. Kantarzhi will circulate the Evaluation Criteria and Project Manual, a summary of the RFP timeline and warranty expirations to the Board Members before the next meeting.

Ms. Kane asked for the May meeting to begin at 1:00 p.m. to allow time for extended discussion. Mr. Kantarzhi stated that the meeting will be readvertised.

TWELFTH ORDER OF BUSINESS **Board Members' Comments/Requests**

Discussion ensued regarding Esplanade, The Waters, and lakes and wetlands. Esplanade's ponds and streetlights will be turned over to the CDD; Esplanade's streetlights are currently being installed. Mr. Kantarzhi needs to know which ponds will be turned over to the CDD and when. Mr. Chris Breen will be Mr. Kantarzhi's point of contact regarding the budget.

THIRTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Cabrera and seconded by Ms. Kane, with all in favor, the meeting adjourned at 1:58 p.m.

CENTER LAKE RANCH WEST CDD **March 12, 2025**

Secretary/Assistant Secretary

Chair/Vice Chair