

MINUTES OF MEETING RESERVE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Reserve Community Development District was held on Tuesday, August 11, 2026, at 1:30 p.m. at 2160 NW Reserve Park Trace, Port St. Lucie, Florida 34986.

Present and constituting a quorum were:

Chuck Henry
Lynn Fettrow
Richard Wright
Luis Planas

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Robert Szozda
Robert Fromm
George Morgan
Josh Miller
Gary Resnick
Michael Miller

Assistant District Manager
Consultant
Consultant (by phone)
St. Lucie West Services District
District Counsel (by phone)
Guest (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Szozda called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the July 14, 2026 Meeting

Mr. Szozda presented the minutes of the July 14, 2026 meeting and stated the minutes were included in the agenda package on page 4. He then asked for any corrections, deletions or additions and

Mr. Henry stated there was a correction on page 4 of the minutes under item B where it stated Mr. Cabrera then gave a brief update and stated the electrical relocation, that should have been Mr. Miller who gave that brief update.

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Mr. Szozda stated that would be corrected and asked if there were any other comments or corrections. Upon hearing none, he asked for a motion to approve the minutes with that correction.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, the Minutes of the July 14, 2026 Meeting with the indicated correction were approved.

THIRD ORDER OF BUSINESS

PNC Account Analysis Statement

Mr. Szozda presented the PNC Account analysis statement indicating this item was for informational purposes only and no Board action was needed. He then asked for any comments or questions. (There were no comments at this time)

FOURTH ORDER OF BUSINESS

Status Update on Projects Related to St. Lucie West Services District Transition

Mr. Szozda presented item No. 4, status update on projects related to St. Lucie West Services District Transition and asked Mr. Henry for his update on the interconnect/force main.

A. Interconnect/Force Main

Mr. Henry stated in order to give a complete update on the interconnect/force main he would jump down to item No. 7 on the agenda, notice of the award and approval of construction agreement with Accurate Drilling Systems.

SEVENTH ORDER OF BUSINESS

Notice of Award and Approval of Construction Agreement Between the Reserve Community Development District and Accurate Drilling Systems, Inc.

Mr. Henry then stated at the last meeting the Board approved Accurate Drilling to do all of the work encompassed by the two RFPs that were sent out for the interconnect/force main. He also commented that Accurate Drilling had provided comments and suggestions as to an alternative bid, and that bid was then provided to the District engineer and District counsel to proceed with drafting a contract. The engineer and attorney were also in

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conversations with Accurate Drilling during the process which went fairly smoothly. Mr. Henry then stated the original plan was to approve a letter awarding the contract and also approve the contract but when Mr. Resnick sent the contract out to be reviewed by the vendor they ended up signing it, so the contract was already accepted by Accurate Drilling. Mr. Henry then made some additional comments relating to what provisions were covered under the specific contract and stated since Accurate Drilling already accepted the contract they would just need to get them to respond to the notice of award of contract and provide the material that was requested.

(At this point a discussion was held among the Board members, Mr. Henry, Mr. Miller and Mr. Resnick relating to this item)(Mr. Resnick stated the process would be to send out the notice of award letter signed by the District Manager, and sent to Accurate Drilling notifying them they've been selected for the award and also under the contract they would need to submit documentation of insurance, performance and payment bonds, power of attorney, etc. and once those were received by the District and if the Board approved the contract then it would be appropriate for Mr. Henry to sign the contract)

Mr. Henry stated if there were no further questions or discussion they could make a motion for the notice of award.

On MOTION by Mr. Wright seconded by Mr. Fettrow with all in favor, authorizing the Notice of Award to Accurate Drilling Systems, Inc. was approved.

Mr. Henry then stated there was the construction agreement if somebody wanted to make a motion to approve that.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, approving the Construction Agreement with Accurate Drilling Systems, Inc. was approved.

Mr. Henry also stated once they receive the documents and send out the contract, the next step in the process is a pre-construction meeting and tying up all the loose ends with easements and FDEP, etc.

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FOURTH ORDER OF BUSINESS**Status Update on Projects Related to St. Lucie West Services District Transition (Cont.)****B. Lift Stations**

Mr. Miller then gave a brief update on the lift stations stating the first three lift stations they were working on were #14, #15, and #10 stating #14 was the one at Brandywine and they did the bypass and got the driveway in for that one and the contractor would be working on that by next week, and #15 would be started tomorrow. Mr. Miller then made a few additional comments relating to the electrical work, the RTU panels, and lift station #10. He also stated lift stations #6, #7, and #8 would be the next ones to be worked on and Rick had already given the go ahead on those.

(At this point a discussion was held among the Board members and Mr. Miller relating to this item)

C. Land Sale

Mr. Fromm gave a brief update on the land sale and stated they were still waiting on the District engineer and District counsel to set up a meeting with the city to discuss the potential of the land sale.

(At this point a discussion was held among the Board members, Mr. Fromm, Mr. Resnick and Mr. Miller relating to this item)

FIFTH ORDER OF BUSINESS**Public Hearing to Adopt the Fiscal Year 2026 Budget**

Mr. Szozda presented item No. 5, the public hearing to adopt the fiscal year 2027 budget and asked for a motion to open the public hearing.

On MOTION by Mr. Wright seconded by Mr. Fettrow with all in favor, opening the Public Hearing was approved.

A. Public Comment and Discussion**B. Consideration of Resolution #2026-05 Adopting the Final Budget**

Mr. Szozda stated there was no public in attendance or on the phone for any comment so he would move on to resolution #2026-05. He then gave a brief explanation of the resolution stating he received a few comments from Mr. Fromm which he would

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incorporate into the budget. Mr. Szozda then explained to the Board what those comments were.

Mr. Henry made a comment relating to the amount of interest income being budgeted which he felt was too high and informed Mr. Mossing of that concern. He also asked Mr. Mossing to add \$50,000 as an estimated amount to have the engineer prepare a septic to sewer conversion study, and stated those changes were now incorporated into the budget. Mr. Henry also made a comment relating to resolution #2026-05 stating the amount on page 2 would need to be changed according to the amounts he had just discussed.

Mr. Szozda then asked for any further comments or changes to the budget, and upon hearing none, he asked for a motion to adopt resolution.

On MOTION by Mr. Planas seconded by Mr. Fettrow with all in favor, Resolution #2026-05 amending the final budget as discussed and noted in the meeting was approved.

C. Motion to Close the Public Hearing

Mr. Szozda then asked for a motion to close the public hearing.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, closing the Public Hearing was approved.

SIXTH ORDER OF BUSINESS**Public Hearing to Adopt the Rules**

Mr. Szozda presented item No. 6, the public hearing to adopt the Rules and asked for a motion to open the public hearing.

On MOTION by Mr. Wright seconded by Mr. Planas with all in favor, opening the Public Hearing was approved.

A. Public Comment and Discussion**B. Consideration of Resolution #2026-06 Adopting the Rules**

Mr. Szozda again stated there was no public in attendance or on the phone for any comment so he would move on to resolution #2026-06. He then gave a brief explanation of the resolution stating the rates are being increased generally 3.5% across the board except as noted. He then asked if the Board had any questions or comments.

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Mr. Henry commented that there were certain items in the advertisement that would not apply to Reserve, such as Exhibit A, Schedule D relating to irrigation water which did not apply to the Reserve. He also stated Schedule B, bulk water, they did not sell bulk water, and Schedule C, they did not do bulk wastewater. He then requested those items be removed from the document.

Mr. Szozda stated they would amend the resolution to reflect those changes and then asked for any further comments or changes to the Rules. Upon hearing none he asked for a motion to adopt resolution as amended.

On MOTION by Mr. Fettrow seconded by Mr. Planas with all in favor, Resolution #2026-06 adopting the Rules as amended was approved.

C. Motion to Close the Public Hearing

Mr. Szozda then asked for a motion to close the public hearing.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, closing the Public Hearing was approved.

SEVENTH ORDER OF BUSINESS

Notice of Award and Approval of Construction Agreement Between the Reserve Community Development District and Accurate Drilling Systems, Inc.

(This item was addressed earlier in the meeting)

EIGHTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2026

Mr. Szozda presented the engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2026 stating this item was included in the agenda. He then gave a brief explanation of this item, asked for any questions or concerns and upon hearing none, asked for a motion to accept.

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On MOTION by Mr. Surber seconded by Mr. Planas with all in favor, accepting the engagement letter with Grau & Associates to perform the audit for Fiscal Year ending September 30, 2026 was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Engineer

Mr. Szozda stated the engineer was not in attendance for any report.

B. Attorney

Mr. Szozda asked Mr. Resnick if he any anything else to report.

Mr. Resnick stated he had nothing further unless there were any questions from the Board. (There were no questions at this time)

C. District Consultant – Invoice with Robert L. Fromm & Associates

Mr. Szozda asked Mr. Fromm for his report for District consultant.

Mr. Fromm stated his invoice was included in the agenda which had decreased from \$3,900 last month to \$3,100 this month. He then gave a brief explanation relating to some of those items listed on his invoice.

On MOTION by Mr. Fettrow seconded by Mr. Wright with all in favor, accepting the invoice from Robert L. Fromm & Associates in the amount of \$3,100 was approved.

D. Manager

- 1) Invoices from St. Lucie West Service District for Bulk Water and Sewer**
- 2) Time Sheets for Plant Operations and Rick Riniolo for Underground Services**

Mr. Szozda then presented the invoices from St. Lucie West Services District for bulk water and sewer, and also the time sheets for Rick Riniolo for underground services stating these items were included in the agenda for informational purposes only.

3) Consideration of Proposed Fiscal Year 2027 Meeting Schedule

Mr. Szozda presented the proposed fiscal year 2027 meeting schedule and stated this was included in the agenda. He then gave a brief summary of the meeting dates and then asked for a motion to approve the meeting schedule as amended (Change meeting date from September 7, 2027 to September 14, 2027).

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On MOTION by Mr. Fettrow seconded by Mr. Planas with all in favor, accepting the amended Fiscal Year 2027 Meeting Schedule was approved.

- 4) Form 1 Financial Disclosure Due July 1, 2026 – everyone has filed**
- 5) Reminder to Complete Annual Ethics Training by December 31, 2026**
- 6) Number of Registered Voters in the District – 1,275**

Mr. Szozda then presented the Form 1 financial disclosure and stated everyone had filed their Forms so they were good with that. He also reminded the Board to complete their 4 hours of ethics training by December 31, 2026. Mr. Szozda stated by Statute he was required to announce the number of registered voters in the District which was 1,275.

- 7) Final Approval of the FY2025-FY2026 Report Performance Measures and Standards as Required by Florida Statute 189.069**

Mr. Szozda presented the final approval of the FY2025-FY2026 report performance measures and standards as required by Florida Statute and gave a brief explanation of this item. He then asked for any questions or comments and upon hearing none, he asked for a motion to approve.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, final approval of the FY2025-FY2026 Report Performance Measures and Standards as required by Florida Statute 189.069 was approved.

- 8) Consideration of FY2026-FY2027 Performance Measures and Standards as Required by Florida Statute 189.069**

Mr. Szozda presented the consideration of the FY2026-FY2027 performance measures and standards as required by Florida Statute and gave a brief explanation of this item. He then asked for any questions or comments and upon hearing none, he asked for a motion to approve.

On MOTION by Mr. Planas seconded by Mr. Fettrow with all in favor, accepting the FY2026-FY2027 Performance Measures and Standards as required by Florida Statute 189.069 was approved.

August 11, 2026**Reserve CDD****TENTH ORDER OF BUSINESS Financial Reports**

- A. Approval of Check Run Summary**
- B. Approval of the Unaudited Financials**

Mr. Szozda presented the check run summary which was included in the agenda package and asked for any comments or questions on the check register. (There were no comments at this time)

On MOTION by Mr. Wright seconded by Mr. Planas with all in favor, the Check Run Summary was approved.

Mr. Szozda then presented the unaudited financials and asked for any comments or questions.

Mr. Henry made a few comments relating to the unaudited financials at this time.

On MOTION by Mr. Planas seconded by Mr. Fettrow with all in favor, the Unaudited Financials were approved.

**ELEVENTH ORDER OF BUSINESS Supervisors Requests and
Audience Comments**

Mr. Szozda asked for any Supervisor's requests at this time and stated there were no members of the public in the audience for any comments. (There were no comments at this time)

TWELFTH ORDER OF BUSINESS Adjournment

Mr. Szozda then asked for a motion to adjourn the meeting.

On MOTION by Mr. Planas seconded by Mr. Wright with all in favor, the Meeting was adjourned.

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Secretary / Assistant Secretary

Signed by:



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Chairman / Vice Chairman

Certificate Of Completion

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Status: Completed

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Source Envelope:

Document Pages: 9

Signatures: 2

Envelope Originator:

Certificate Pages: 2

Initials: 0

Ellen Acosta

AutoNav: Enabled

1001 Bradford Way

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Kingston, TN 37763

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

eacosta@gmssf.com

IP Address: 162.199.192.217

Record Tracking

Status: Original

Holder: Ellen Acosta

Location: DocuSign

9/11/2026 1:44:18 PM

eacosta@gmssf.com

Signer Events

Charles Henry

chuckhenry2@comcast.net

Chairman

Security Level: Email, Account Authentication (None)

Signature

Signed by:


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Signature Adoption: Pre-selected Style

Using IP Address:

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Timestamp

Sent: 9/11/2026 1:46:39 PM

Viewed: 9/14/2026 9:39:51 AM

Signed: 9/14/2026 9:41:19 AM

Electronic Record and Signature Disclosure:

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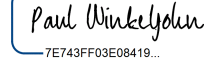
Paul Winkeljohn

pwinkeljohn@gmssf.com

Executive Director

Security Level: Email, Account Authentication (None)

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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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In Person Signer Events

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Editor Delivery Events

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Notary Events

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Envelope Summary Events

Status

Timestamps

Envelope Sent

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Payment Events	Status	Timestamps