

MINUTES OF MEETING
STONEBROOK SOUTH
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Stoneybrook South Community Development District was held Monday, August 5, 2019 at 10:00 a.m. at the Oasis Club, 1520 Oasis Club Blvd., Championsgate, Florida 33896.

Present and constituting a quorum were:

Basan Nembirkow	Chairman
Robert DiCocco	Vice Chairman
Patricia Newberry	Assistant Secretary
Mike Wilson	Assistant Secretary
Chris Manjourides	Assistant Secretary

Also present were:

George Flint	District Manager
Vivek Babbar	District Counsel
Dave Reid	District Engineer
Alan Scheerer	Field Manager
Nora Schuster	Lennar Homes

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order, all five members of the Board were present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: Are there any comments from the public on anything on the agenda or not on the agenda? Hearing none,

THIRD ORDER OF BUSINESS

Business Administration

A. Approval of Minutes of the June 3, 2019 Minutes

Mr. Flint: Are there any additions, corrections or deletions? Hearing none,

On MOTION by Ms. Newberry seconded by Mr. Wilson with all in favor, the Minutes of the June 3, 2019 Meeting, were approved.

B. Consideration of Check Register

Mr. Flint: Included in your agenda is the summary for May 27th through July 29th. The checks total \$180,678.72. The detailed register is behind the summary. Are there any questions? Hearing none,

On MOTION by Ms. Newberry seconded by Mr. Manjourides with all in favor, the Check Register was approved.

C. Balance Sheet and Income Statement

Mr. Flint: A copy of the balance sheet and income statement are included for your review. If you have any questions we can discuss those.

Mr. Wilson: Under liabilities, due to debt services, what is that?

Mr. Flint: There's a lag between the time we get in checks from the county and the time we transfer it to the Trustee. If it's still in transit from the CDD to the Trustee, we show it as a due to.

Mr. Wilson: Why is it for 2013 and 2014?

Mr. Flint: That's when the bonds were issued. It will always be Series 2014. We have the money in our operating account to be transferred to the Trustee, it has not been transferred yet.

Mr. Manjourides: Under the mulching, they were supposed to change that 20 to 15.

Mr. Scheerer: I spoke with Teresa in the accounting office and she was supposed to make that change.

Mr. Flint: These are actuals through June 30th. That adjustment should be reflected in a subsequent financial statement. Are there any other questions? Hearing none,

FOURTH ORDER OF BUSINESS

Business Items

A. Consideration of Recommendation of Landscape RFP Evaluation Committee and Selection of Vendor to Provide Landscape Maintenance Services

Mr. Flint: We let you all know at a prior meeting that we were going to do a joint RFP with both CDD's and the Master Association. The committee was assisted by Mark Yahn with Sunscape Consulting, he was retained by the Master Association to review the scope of work, help prepare the RFP documents, and assist in evaluating the responses. We issued the RFP and I have provided a copy of that. The RFP was issued on June 21st, and we had a mandatory pre bid conference and the actual proposals were due no later than July 22nd. We had 11 companies pull copies of the bid document, we had 9 attend the pre bid conference, and we received 8 responses. It was a sealed

bid process because in this District your projected maintenance costs exceed \$200,000 which is the bidding threshold. The other entities went along with that even though they are not obligated to do the sealed bid process. The evaluation committee met on July 26th and reviewed the responses. As a result, they narrowed it down to three companies; Yellowstone, Floralawn, Down to Earth. They were shortlisted for purposes of interviews, and those took place the following week on July 31st. As a result of the interviews and the review and rankings, we provided you with the recommended evaluation committee review and ranking sheet. Again, there is criteria that was set in the RFP that is similar to the Audit Committee. The criteria includes personnel, experience, understanding of scope, the financial capability of the company, and price. Price was broken out into two pieces; ten of the fifteen points was based on the lowest bidder and the highest got zero. Five points of the fifteen deal with reasonableness of their unit pricing. There was a lot of variation in some of the areas, some companies choose to put things in general services where others break them out into another category. Mark Yahn put together a bid comparison of the pricing based on the fee summaries that were provided in the bid package. We used that in our evaluation. The evaluation committee was comprised of myself and Alan, on behalf of the HOA Elvis, Michelle Barr from Lennar, and Mark Yahn. After reviewing, the evaluation committee ended up scoring Down to Earth #1 with 88 points, Floralawn #2 with 76 points, and Yellowstone #3 with 74 points. You can see the other 5 companies rankings below that as well. Some of these other companies are qualified to do the work, but for other reasons we ranked them lower. For example, Sunrise was the highest price on just about every fee summary. As a result of that, they got 0 points on pricing. You can see on some of the other criteria they were ranked fairly high. This is the recommendation from the evaluation committee, they don't make the final decision though, the Board does. The goal is that hopefully all the entities would be using the same company. Alan, could you give them a price perspective?

Mr. Scheerer: The current contract amount is \$245,034. However, there is a line item in the budget for \$15,000 for mulch that was included in the RFP process so you will no longer have that. If you add those together, it's roughly \$260,000 and their bid was \$255,000. We won't get a separate bill for mulch, instead we will get a monthly invoice. Wherever annuals are, that invoice will increase by the annuals. Wherever the mulch is at the end of the year, it will reflect in that month of the billing. You won't see it the rest of the year.

Mr. Flint: The price is fairly close for Stoneybrook South. At Stoneybrook South at ChampionsGate it was slightly lower. It varies from each entity.

Ms. Newberry: Does this include the growth?

Mr. Flint: For Stoneybrook South, you are built out. So yes, this includes everything. For Stoneybrook South at ChampionsGate, we only included on the map what we are currently maintaining so it does not include Whistling Straights and the Baxter Tract. It did include Parcel K.

Mr. Scheerer: They also increased their detail rotation from 12 a year to 17, so it will be around every three weeks. That will take care of some of the problems that were discussed this morning.

Ms. Newberry: I have some pictures from yesterday, and there were major problems on one street. The rest of the development looked fine. I don't know if it was an issue of not knowing if the golf course was responsible. I would like to make a recommendation, the next time that you have an evaluation, can the committee or the representative that was handling the RFP go out and do an onsite inspection of different work that each company is doing? Basically a performance review. They can put a lot in a proposal, but I'd like to see work they have actually done.

Mr. Flint: With Down to Earth, we have at least a half dozen communities that we manage that use them. Solivita and Arlington Ridge uses Floralawn. Yellowstone does Reunion, Bonnet Creek Resort.

Ms. Newberry: So you have a good idea of their work?

Mr. Flint: Yes. We have experience with all three of those companies. We have experience with Sunrise and some of the others as well. For Down to Earth, there is a 30 day termination provision in the contract. There's nothing to prevent us from making a change in 3 months if the Board is not satisfied with their performance.

Ms. Newberry: I don't have a problem with the work they do. There was just one street that I had an issue with and it happened to be mine and Buzz's. I don't want any special consideration, I just want it to look like that rest of the community.

Mr. Flint: One of the things that was looked at during the evaluation process, is having a customer complaint tracking system or ticket system. They do have a system in place, but maybe the HOA could get that information out better. You can go online and enter your complaint or concern and then track the progress.

Mr. Scheerer: The every 3 week detail will clean up a lot of the issues we've had. Michelle asked Mark Yahn, the consultant, to stick around for 90 to help make sure everything was implemented in the correct way. You can always email me and I can get it to Andrew, your onsite guy.

Mr. Nembirkow: Is there anyone here from the companies?

Mr. Flint: No, we did not ask them to attend.

Mr. Nembirkow: It might be a good idea for a representative from Down to Earth to be here every other month or so to answer questions we have.

Mr. Flint: Also, this contract would go into effect on October 1st.

Mr. Manjourides: For how long?

Mr. Flint: It's 1 year, with two 1 year renewal options.

Mr. Nembirkow: How does the renewal work?

Mr. Flint: They are by mutual written consent of the parties. Typically, they would hold their price. If they propose an increase we would bring it back to you. The two renewals are just options, the Board has to approve them on an annual basis.

Mr. Nembirkow: Okay.

Mr. Wilson: That sounds good.

On MOTION by Ms. Newberry seconded by Mr. DiCocco with all in favor, the Recommendation of Landscape RFP Evaluation Committee and Selection of Down To Earth to Provide Landscape Services, was approved.

B. Public Hearing

Mr. Flint: We need a motion to open the public hearing to consider adoption of the Fiscal Year 2020 annual budget. The Board previously approved a proposed budget. You set today as the date, place, and time for the public hearing to consider its final adoption.

On MOTION by Ms. Newberry seconded by Mr. Nembirkow with all in favor, the Public Hearing was opened.

i. Consideration of Resolution 2019-03 Adopting the Fiscal Year 2020 Budget and Relating to the Annual Appropriations

Mr. Flint: Are there any members of the public that would like to provide comment or testimony to the Board regarding the budget for 2020?

Resident (Unidentified): I was reading through it, in the narrative section the Engineer needs to be updated.

Mr. Flint: Thank you, we will update the Engineer in the narrative. As far as the budget goes, on landscape maintenance we have not incorporated the new numbers based on the bid document. I would ask the Board to approve it subject to us revising the landscape maintenance numbers to coincide with the new bid amount. We would balance it against the contingency line to the extent we need to.

On MOTION by Ms. Newberry seconded by Mr. Nembirkow with all in favor, Revising the Budget Regarding Landscape Maintenance Amount to Coincide with Down to Earth Bid Amount, was approved.

Mr. Flint: The special assessment per unit amounts have not changed. The total assessment revenue has changed slightly, based on the fact that we've cleaned up the Assessment Roll according to the final development. The per unit amount is not changing.

Ms. Newberry: I like that.

Mr. Flint: Are there any questions on the proposed budget? Hearing none,

On MOTION by Ms. Newberry seconded by Mr. Nembirkow with all in favor, , Resolution 2019-03 Adopting the Fiscal Year 2020 Budget and Relating to the Annual Appropriations, was approved.

ii. Consideration of Resolution 2019-04 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: Resolution 2019-04 is part of the public hearing; this resolution would impose the Operating and Maintenance Assessments. You reimpose those annually with the adoption of each budget. Two exhibits are attached to the resolution, one is the budget and the other is the Assessment Roll. The Assessment Roll includes each property within the District and the amount of the Operating and Maintenance and Debt Assessment. Are there any questions on the resolution? Hearing none,

On MOTION by Ms. Newberry seconded by Mr. Wilson with all in favor, Resolution 2019-04 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint: Is there a motion to close the public hearing?

On MOTION by Mr. Wilson seconded by Ms. Newberry with all in favor, the Public Hearing was closed.

C. Consideration/Discussion of Proposals**i. Entrance Wall Repairs**

Mr. Flint: There was discussion at the last meeting about trying to make some improvements to some areas.

Mr. Scheerer: I met with three contractors. At the last meeting we presented a proposal to repair the EIFS and the Board decided to try to find a better approach. We received a couple recommendations, and the strongest recommendation was to pull down all eight of the EIFS columns off the pedestrian shelters and replace them with 2x4 plywood, cement board, and stucco. When we inspected the pedestrian shelter, we noticed there were several cracks on the tower and it would probably benefit the tower to fix them and repair them, prime them, and paint them. You can see Dehlinger's proposal for \$10,800. They also gave the option to paint the two walls. I spoke with Dehlinger and they sent me a breakdown that says their repair cost was \$8,640 and their paint costs for both towers is \$2,160. Heritage Solution Group gave us a price to repair all eight with 2x4 and plywood for \$5,385. They gave me a price of \$6,598.54 to do the paint, so their total is \$11,983. I got Dehlinger's recommendation from Elvis Martinez, the HOA manager. I don't have a problem with either one of these. UCC Group priced themselves out with their \$19,000 proposal.

On MOTION by Mr. DiCocco seconded by Ms. Newberry with all in favor, Entrance Wall Repairs Proposal from Dehlinger Construction totaling \$10,800, was approved.

ii. Wall Cleaning and Painting

Mr. Scheerer: Now we will discuss painting the wall on the 13th fairway. There is paint chipping on about six sections of that 13th fairway. Again, I spoke with Dehlinger and Heritage and George recommended Superior Painting. The first approach is to deal with the six panels that are chipping and flaking. Dehlinger was extremely high at \$4,500, Heritage was at \$1,245, and Superior was \$1,050. Superior did not supply a price to paint the entire wall, because he is out of town and dealing with this. Heritage Solution sent me a price if you want to do the whole length of the 13th fairway for \$7,845. Dehlinger was \$11,400 for the whole wall. I think my recommendation would be the Superior Paint quote. George has experience with them. They're \$200 cheaper than Heritage.

On MOTION by Mr. Wilson seconded by Mr. DiCocco with all in favor, the Wall Cleaning and Painting proposal from Superior Painting Service totaling \$1,050, was approved.

iii. Dove Valley Easement

Mr. Flint: Before we start talking about proposals, let me explain. It is designated as a drainage tract in between the two homes. The CDD owns that piece. From my understanding in talking with the Engineer is that there is actually a sewer line that runs from that cul de sac between those two houses across the golf course to Westside Boulevard. That tract doesn't serve a purpose from a drainage perspective. The question becomes should the sidewalk be a CDD cost. We don't own the road, the cul de sac, or the cart path that it's tying into. Should the CDD give an easement to the homeowners association or the golf course? The golf course would treat that as an extension of their cart path or the HOA treat is as an extension of the sidewalk.

Mr. DiCocco: Either proposal, I see some reluctance on both parties about finding funding to do that. Being part of the community, we want to enhance the community any way we can. We have the money to pay for it. That would create a lot of good will in the community.

Ms. Newberry: Could we legally do that?

Mr. Babbar: Is that an easement or is that a tract?

Mr. Flint: It's a tract that we own. It's designated as a drainage tract, but it's not actually a drainage tract there is a wastewater line that goes between those two house.

Ms. Newberry: So legally, we have the right to put it in.

Mr. Babbar: Yes, so it would be appropriate if the Board would like to spend money on that. It would be something you would want to maintain in a regular fashion and get inspected like any other infrastructure you own.

Mr. Scheerer: If the sanitary sewer line that runs through there were to fail, they would have to rip out all of our improvements.

Mr. DiCocco: That happens.

Ms. Newberry: Do you have an idea of how long it will take?

Mr. Flint: From start to finish, two weeks.

Mr. Scheerer: Once he gets here, yes, two weeks. We'll have to clear the schedule. We will have a premeeting as well to go over the neighbors irrigation, property, clean up, etc.

Mr. Flint: We don't own the property all the way to the sidewalk on the cul de sac, and we don't own all the way to the cart path. If you look at the map in the agenda book, you can see where our property stops. There's a gap between the two. The golf course is either going to construct or pay for the portion that is on their property.

Mr. DiCocco: How many feet is that?

Mr. Scheerer: It's about 10 feet, then from the back to the golf cart path there's about 25-30 feet.

Mr. Flint: Dave, do you think we need to do a survey?

Mr. Reid: Only to make sure the elevations tied in.

Mr. Flint: Is the sidewalk going to require us to get approval from TOHO?

Mr. Reid: I don't think so.

Ms. Newberry: Can we confirm that? I hate to approve anything before.

Mr. Flint: Vivek, do you want to look at the easement and see if there are any preclusions?

Mr. Babbar: Yes, I'll take a look at the plat dedication language. Usually if they're going to put some restrictions on it they'll put it on at that stage.

On MOTION by Mr. DiCocco seconded by Mr. Nembirkow with all in favor, the Proposal for a Cart Path from Heritage Service Solutions, was approved.

D. Consideration of Agreement with LLS Tax Solutions to Provide Arbitrage Rebate Calculation Services

Mr. Flint: This is the agreement with LLS Tax Solution to provide arbitrage services. Are there any questions? Hearing none,

On MOTION by Mr. Nembirkow seconded by Mr. Manjourides, with all in favor, the Agreement with LLS Tax Solutions to Provide Arbitrage Rebate Calculation Services for the Series 2013 bonds, was approved.

E. Presentation of Arbitrage Rebate Calculation Report

Mr. Flint: This is for the Series 2013 Bonds. We have a negative rebatable arbitrage of \$249,000. There were no arbitrage issues. Are there any questions? Hearing none,

On MOTION by Ms. Newberry seconded by Mr. DiCocco, with all in favor, the Arbitrage Rebate Calculation Report was accepted.

F. Ratification of Professional Engineering Agreement with Hamilton Engineering & Surveying, Inc.

Mr. Flint: You went through the bidding process to select a District Engineer. Hamilton was selected and they have been serving as the Engineer. We're bringing the form of the agreement back to you for final approval.

On MOTION by Ms. Newberry seconded by Mr. DiCocco with all in favor, the Professional Engineering Agreement with Hamilton Engineering & Surveying, Inc., was ratified.

G. Acceptance of Audit Committee Recommendation and Selection of #1 Ranked Firm to Provide Auditing Services

Mr. Flint: The Board sat as the Audit Committee just prior to the Board meeting, and you ranked Berger, Toombs, Elam, Gaines & Frank as the #1 firm.

On MOTION by Mr. Wilson seconded by Ms. Newberry with all in favor, accepting the Audit Committee Recommendation and Selection of Berger, Toombs, Elam, Gaines & Frank as the #1 Ranked Firm to Provide Auditing Services, was approved.

H. Consideration of SFWMD Permit Application

Mr. Flint: At the intersection of Westside Boulevard and Bella Citta, on the Southwest corner there is a dry pond there. The Water Management District Permit indicates that Stoneybrook South CDD is the maintenance entity for that pond. My understand is there are certain modifications that need to be made to that pond. Sandra Bowling is here with KPM Franklin, I will let her explain.

Ms. Bowling: What we are doing is, on the other side of the street the Stoneybrook South Fox property is being developed. With that, we were required to put in turn lanes at the intersection of Westside and Bella Citta. The existing pond that is highlighted in yellow is going to take the water that drains into there. It has already been designed and there are no modifications to that pond. All we are doing is adding turn lanes. The pond itself will not change.

Mr. Manjourides: The water from the storm drains is going to come in here?

Ms. Bowling: Yes, you can see the inlets that are existing. There are pipes already stubbed across the road, we're going to tap to those pipes.

Ms. Newberry: Do you know the time frame?

Ms. Bowling: I do not know. It's part of the requirement of the additional development to the north.

Mr. Manjourides: Who does this? The State or County?

Ms. Bowling: No, Lennar is the developer of it. They do not know which contractor they will be using yet.

Mr. Wilson: Is there a projected start and end date?

Ms. Bowling: They have the permit approval for this, we had to do a SFWMD permit but we got permits through the county. We've still got TWA permits. They've already started clearing on the North side already, but I'm guessing in a month at the latest they will start. They are wanting to move forward. I don't know the contractor's schedule, but they are allowed to start. I need somebody from the Board to sign my application so I can send it to South Florida.

Mr. Manjourides: Does the CDD own any of this land?

Mr. Flint: No, the road itself is County and the right of way is County.

On MOTION by Ms. Newberry seconded by Mr. DiCocco with all in favor, the SFWMD Permit Application, was approved.

I. Approval of Fiscal Year 2020 Meeting Schedule

Mr. Flint: Each year the Board is required to approve an annual meeting notice. We've prepared a schedule assuming you will continue to meet on the first Monday of the month at 10:00 a.m. for the months of October, December, February, April, June, and August. You can change this if you'd like or keep these dates.

Ms. Newberry: I like the schedule we have.

Mr. Nembirkow: George, do you think that is enough meetings?

Mr. Flint: Yes, I think it has worked well here. We have some districts that meet 4 times a year and some that meet 24 times a year. For what this District is responsible for, I think 6 times a year is plenty. You always have the option to schedule a special meeting if something comes up. You just have to give 7 days' notice in the newspaper.

On MOTION by Ms. Newberry seconded by Mr. Manjourides with all in favor, the Fiscal Year 2020 Meeting Schedule, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Babbar: I don't have a formal report, I chimed in on the agenda items. If you have any questions I can address those.

Mr. Flint: Any questions for Counsel? Hearing none,

B. District Engineer

Mr. Reid: I have nothing in addition to what we already discussed.

C. District Manager

Mr. Flint: I have nothing further.

D. Field Manager

Mr. Scheerer: The most recent field report was included in your agenda package. The architectural fountain is working well. The irrigation inspections are ongoing. We did have a report of a possible lightning strike by Westside Boulevard that took out one of our controllers, and we went ahead and had that controller replaced. They are evaluating some of the valves and locations throughout the property to see if there is any other damage. I will keep you updated on that. Down to Earth removed the pipes off the berm on Westside Boulevard as requested at the last meeting. The leaderboard monument light was repaired. Summer annuals were installed. From the lightning strike, we had a wire cut that controlled power to the monument lights and the ChampionsGate lights. It has been repaired and all lights should be working. That's all I have.

Mr. Manjourides: The fountain on 27 isn't working.

Mr. Scheerer: I will check that out today. It's probably just a breaker.

Mr. Manjourides: When the lightning hit the palm tree near the guardhouse on 27, they cut the palm tree down. Are they going to replace that or leave it like that?

Mr. Scheerer: If it's at the guardhouse it's not CDD.

Mr. Manjourides: Who's property is that?

Mr. Scheerer: The HOA. They have the guardhouses.

Mr. Manjourides: Well, it's on that road.

Mr. Scheerer: I will take a look at that too. If it's the desire of the Board to have that tree reinstalled we will make that happen.

SIXTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Flint: Are there any supervisor's requests or audience comments? Hearing none,

SEVENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting at 11:15 a.m.

On MOTION by Ms. Newberry seconded by Mr. Wilson with all in favor the meeting was adjourned at 11:15 a.m.



Secretary/Assistant Secretary

Chairman/Vice Chairman