

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, April 4, 2022 at 10:00 a.m. at Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum were:

Bason Nembirkow <i>by phone</i>	Chairman
Robert DiCocco <i>by phone</i>	Vice Chairman
Chris Manjourides	Assistant Secretary
Terry Siron	Assistant Secretary
Julia Dan Tu	Assistant Secretary

Also present were:

George Flint	District Manager
Vivek Babbar <i>by phone</i>	District Counsel
Dave Reid	District Engineer
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order. Three Board members were present constituting a quorum. Two Board members participated by phone.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is public comment period. Hearing none, we will move on to the next item.

**THIRD ORDER OF BUSINESS**

**Business Administration**

**A. Approval of Minutes of the February 7, 2022 Meeting**

Mr. Flint: We've got the approval of the minutes from your February 7, 2022 meeting. Were there any comments or corrections to those minutes? If not, is there a motion to approve them?

On MOTION by Mr. Siron, seconded by Ms. Dan Tu, with all in favor, the Minutes of the February 7, 2022, Board Meeting, were approved, as presented.

**B. Consideration of Check Register**

Mr. Flint: We have the check register from January 31<sup>st</sup> through March 28<sup>th</sup> for the general fund and the Board payroll and that total is \$163,941.53. The detailed register is behind the summary. You can see there are several checks to the Trustee transferring debt service assessment revenue that comprises most of that amount. Any questions on the check register? If not is there a motion to approve it?

On MOTION by Mr. Siron, seconded by Mr. Nembirkow, with all in favor, the Check Register totaling \$163,941.52, was approved.

**C. Balance Sheet and Income Statement**

Mr. Flint: You also have the unaudited financials through February 28, 2022 and it includes the income statement for the general fund, capital reserve, and debt service funds, as well as the combined balance sheet and month to month of the general fund. There is also an assessment receipt schedule. Any questions on the financial statements? Hearing none, we will move on to the next item.

**FOURTH ORDER OF BUSINESS**

**Business Items**

**A. Consideration of Special Warranty Deed with LEN-CG South, LLC for Conveyance of Tract PR-2**

Mr. Flint: The next item we have under business items is a Special Warranty Deed from LEN-CG South, which is a Lennar entity, to the CDD. This is for the PR-2 tract which is a pond. Alan, you want to explain the location of that?

Mr. Scheerer: Yeah, just over by the club, down by the architectural fountain there's a pond behind the tennis courts. We've been maintaining it. It's just been in the name of Lennar, so now it's being officially transferred to the District. It's a dry pond, it's over by the pickle ball tennis court area, Dove Valley.

Mr. Flint: And if you remember at the last meeting the HOA was going through ownership of stormwater, roads, and all that, and there were some clean up items and this was one of the ones they identified. I think they might have had one or two other tracts that they thought we should own, but the Board didn't agree with that, and this is the one you made a motion at the last meeting

to have this one cleaned up. District Counsel, who is on the phone, prepared the Special Warranty Deed. Vivek, any comments?

Mr. Babbar: Yeah, thanks George. It's a standard warranty deed as we discussed at the last Board meeting. This is the only parcel of land that we believe is going to come to the CDD from Lennar. Everything else is either going to go to the HOA or the other CDD. I'd be happy to answer any questions, but we are just looking for the Board to basically accept the conveyance once it happens, and the backup documentation is really for Lennar to provide those affidavits. So, we don't have to sign anything.

Mr. Flint: The affidavits are protections for the District for things like confirming the taxes have been paid, there's no liens on the property, that sort of thing. Any questions on the warranty deed? If not, is there a motion to approve the form of the warranty deed and affidavits? And that motion would also be to accept the conveyance, that is part of that.

On MOTION by Mr. Siron, seconded by Ms. Dan Tu, with all in favor, the Special Warranty Deed with LEN-CG South, LLC for Conveyance of Tract PR-2, was approved.

**B. Consideration of Resolution 2022-02 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing**

Mr. Flint: Alright, each year the Board is required to approve what's called a proposed budget by June 15<sup>th</sup> and then set the date, place, and time of your public hearing. This is the start of the budget process. The proposed budget is not binding on the Board and it's a statutory requirement that you approve an initial budget when you set your public hearing. We've prepared Resolution 2022-02 approving the proposed budget, which is attached as Exhibit A, and then setting the public hearing for your August 1<sup>st</sup> meeting at 10:00 a.m. in this location. So that allows us to do the noticing that's required and also and we have to post it on our website and send a copy to the county. There's a 21 and 14-day notice that is placed in the newspaper. At that August meeting is when you would consider final action. We aren't recommending any adjustments at this time to your per unit assessment amounts. So, there would not be a mailed notice required as part of this process unless the Board decided you wanted to increase the assessments. If you refer to Exhibit A, it's page 49 of the pdf, and that's your general fund. Your revenue is a combination of your on-roll assessments that are certified to the county and included on the tax bills. Then we are recognizing \$209,000 carry forward from the current year into next year. If you look at the current

year, when you adopted this year's budget, we created a Capital Reserve Fund. So, in the current year you have a large carry forward surplus, and you also see there's a transfer out to the Capital Reserve, so most of that carry forward that was recognized in the current year was for purposes of creating this new capital reserve fund. So, next year's proposed budget, we have the per unit assessments the same. We are slightly subsidizing the operation with your cash, but you have enough available cash that we don't believe you need to increase your assessments next year. You may want to consider it in a future year. Your admin expenses have gone up by \$2,400, most of that is we are asking in our management contract for a 5% increase. Our management fee is proposed to go from \$33,495 to \$35,149. As I think you have seen, most of your vendors, your landscape, your lake maintenance, everyone is impacted by the increase in fuel, the increase in labor expenses. Basically, increase in doing business. We've not increased our fee that much since we've been hired but we are asking for an increase going into next year. Again, you are not adopting the budget today, if you want to make changes to this, we can make it in between now and the public hearing or at the public hearing if you choose to do that. Under operations and maintenance, the total number has gone down, but you'll see that in the current year there is \$1,000,000 that is being transferred out that is part of the O&M expense category. We are asking in our field services, again for the 5% increase that covers Alan, primarily the field management side of what we do. Alan's site visits and management of the onsite contracts, any repairs, and those sorts of things. Insurance, we have anticipated some increase there. Landscape maintenance we've included a 5% increase. I think Down to Earth has asked for that increase and we've deferred that until the Board has an opportunity to budget for it. Any questions on the general funds?

Ms. Dan Tu: I've looked through line by line and I have compared the current year and next year's budget. The difference is \$860 some dollars? It's pretty much in line. The only question I have is the stormwater system that we discussed last meeting. The \$15,000 is that still in the budget?

Mr. Flint: It's in the current year. If you see under miscellaneous, there's a \$5,000 budget and \$15,000 estimated.

Ms. Dan Tu: So, it's already included in the current year budget?

Mr. Flint: Yes, it is in the current year and it only has to be done every 5 years, so it's not an annual recurring, in 5 years we will need to re-budget for that.

Ms. Dan Tu: Thank you.

Mr. Flint: Any other questions or discussion? If not, if the Board is comfortable with setting a public hearing for your August meeting, we would ask for a motion to approve Resolution 2022-02.

On MOTION by Mr. Siron, seconded by Ms. Dan Tu, with all in favor, the Resolution 2022-02 Approving the Proposed Fiscal Year 2023 Budget and Setting the Public Hearing for August 1, 2022 at 10:00 a.m. Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida, was approved.

**C. General Election Qualifying Period and Procedure**

Mr. Flint: This is an even numbered year, which means we've got a general election coming up in 2022. We have Buzz, Bob's and Chris's seat that are all up for election this November. First Tuesday in November it will appear on the ballot. To be able to qualify to run for those seats, you have to go through the Supervisor of Elections Office. This handout shows you the qualifying period is from noon on June 13<sup>th</sup> – noon on June 17, 2022. You have to file a Form 1, which you should have on file. I don't know if they make you do that again. There's a candidate oath and you can either pay a \$25 qualifying fee or you can get 25 signatures from registered voters that live within the boundaries of the CDD. Those are the primary requirements, if you don't accept campaign contributions, there's a streamline to process you don't have to open up a campaign account and do the campaign reporting and name a campaign accountant and all that. So, they've streamlined the process for special districts.

Mr. Manjourides: Can this be done online?

Mr. Flint: I would suggest contacting the Supervisor of Elections Office and asking them. I don't want to give you bad information, because we are not involved in the election process at all. When it was landowner elected, we actually ran the election process. But once it transitions to general election, it's the Osceola County's Supervisor of Elections that handles all that. If only 1 person qualifies, then you basically are elected unopposed. If no one qualifies for a seat, the Board has to declare that seat vacant and then if it's occupied, the person in it can serve in a carryover capacity for a period of time until the Board appoints a replacement. Or if for some reason the person that was in that seat didn't qualify, and no one else qualified, the Board can re-appoint that person if they wanted to. It's a little bit of a gamble to save \$25 and hope that no one else qualifies, because you may get someone qualified that you don't want to qualify. Anything you want to add Vivek?

Mr. Babbar: No, nothing further to add on my end.

Mr. Flint: Okay, any questions on this? That's really informational and there's no action required on that. But just to remind everybody who's seats are coming up and what the time frames are for qualifying.

## **FIFTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. District Counsel**

Mr. Flint: Vivek, anything from counsel?

Mr. Babbar: No, but from last Board meeting I just want to let the Board know that the legislative session did end in March. If anyone has been paying attention, they were much preoccupied with other issues. So, a lot of the bills that were related to or impacted CDD's didn't go anywhere. There's one bill that did pass. It's House Bill 749 that will allow, once the Governor signs it, it hasn't been presented to the Governor yet. Once the Governor signs it, it will be effective January 1, 2023. It will allow meeting notices to be placed on the county's website if the county so chooses to allow that, or a private website designated by the county for notices. It's going to be interesting to see how it plays out. Some other bills passed that aren't of significant importance really related to financial stability for vendors as well as clarification on lobbying and how you cannot do that. We will be reviewing and see if there's anything else that slips into other bills but so far, we haven't had any. We will update at future Board meetings. I'd be happy to answer any questions if there are any.

Mr. Flint: This is an election year, so as Vivek indicated not a lot got done in the state legislative session because most of the legislatures were preoccupied or didn't want to create any issue that may adversely impact them in the election process. So, it was pretty quiet. There is a special session coming up on congressional boundaries, is that correct Vivek?

Mr. Babbar: Yes, that's right.

Mr. Flint: They believe that the Governor and the leaders in the House and Senate have already kind of worked that out. So that should be a short session, and there was really only one District, I think that the Governor was claiming was gerrymandered, ran from Tallahassee to Jacksonville. The concern is that there may be something added to the special session if you've seen the news, with the Governor and Walt Disney World. What he's been hinting at deals with the Reedy Creek Improvement District, which is a special District like a CDD, but was created by a special act of the legislature and so there are some concerns that possibly that issue would be

tacked on to the special session. We are all kind of monitoring it to make sure that there's not some global legislative change that would have on unintended consequences on other special Districts.

**B. District Engineer**

Mr. Flint: District Engineer, Dave, anything else?

Mr. Reid: I have nothing new to report.

**C. District Manager**

Mr. Flint: I don't have anything other than what we have on the agenda.

**D. Field Manager**

Mr. Flint: Alan, your Field Manager report.

Mr. Scheerer: Included in your agenda pack is the Field Manager's Report. The architectural fountain is in good shape. We are still doing irrigation inspections and repairs as needed. We did make some repairs to the Bella Citta entrance to the archway way lights. We had a landscape light that was broken off, we got those fixed. We are continuing to work through some of the interior monuments with the interior lighting. I think we still have a couple of those out. All fountains at the time of the report were working, but I got an email over the weekend about 27. We have one on the north side that will not reset as of this morning. The one on the south side is working, we reset the breaker, I'm assuming it's from the storms. I've got an email into Lake Fountains and Aeration who does the repairs on the fountains and try to get them out here as quickly as possible to diagnose the problem with that one. The other fountains seem to be holding up really well, they are all working. We had new annuals installed, the ponds should be scheduled any day now. I think they were a little behind because of the weather. We continue to meet with Down to Earth to review all the property. Weather is warming up so you may see a little adjustment in the irrigation run times. We've been on a winter schedule, but as we move into weekly service with the landscaper and the temperature starts going up, you will probably see a little bit more water running. We try to keep that within the requirements for the District. Detail crew will be trimming hedges and pulling weeds. We are looking at replacing some of the old Texas sage, which is the greenish, whitish plant that is around the architectural fountain. It's called Texas sage and some of that's getting really old and lanky, so we're going to be pulling that out and looking for some plant replacement in there. I will work with Down to Earth on that. Ant mounds are treated as needed. As we get rain and we get sun, we get ants. They just kind of go hand in hand. We will

be pressure washing all the monument entries, Bella Citta, 27, and Oasis Club, probably within the next 2-3 weeks. The pressure washer was just out here going through a few logistical challenges with all the traffic and stuff. So, probably as close to after spring break, and before summer, we can try to get them in here when the traffic is a little less busy. So, and that's all I have as far as my report goes. I did get some wonderful photos from my favorite photographer. Most of them we are aware of, and at some point we will be painting and working on stucco cracks on the monuments as well.

Mr. Flint: Any questions for Alan?

Mr. Manjourides: As you are coming in Bella Citta on the right, where it says ChampionsGate, there's one brick missing. So, when they go to pressure wash, they might pull a few more bricks out if they get behind it.

Mr. Scheerer: Well, it should just be a soft wash. I do understand what you are saying. We'll be mindful and I'll see if I can find that missing brick. If not, we'll find a missing brick.

Mr. Flint: Alright, that was all the agenda items we had.

**SIXTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Flint: Are there any other items the Board wanted to discuss that was not on the agenda?

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint: If there is nothing else, is there a motion to adjourn?

On MOTION by Mr. Siron, seconded by Ms. Dan Tu, with all in favor, the meeting was adjourned.

  
Secretary Assistant Secretary

  
Chairman/Vice Chairman