

**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, **June 3, 2024**, at 10:00 a.m. at Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum:

Chris Manjourides	Vice Chair	
Gerrard Knights	Assistant	Secretary
Terry Siron	Assistant	Secretary
Ron Phillips <i>by phone</i>	Assistant Secretary	

Also present were:

Jeremy LeBrun	District Manager GMS
Alan Scheerer	Field Manager
Dave Reid <i>via phone</i>	District Engineer
Vivek Babbar <i>via phone</i>	District Counsel
Brian Clayborn	Floralawn

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order at 10:00 a.m. Three Board members were present in person constituting a quorum. Mr. Phillips attended by phone.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: This is time for the members of the public to make statements to the Board. If you can state your name for the record and try to keep it under three minutes.

Resident: Back on June 30, 2022 two men were walking through our streets which is Azalea Sands and marking the curbs and sidewalks. I asked what they were doing, they stated they were marking the curbs that need to be replaced. Assuming they were part of the master turnover because a report was produced back in July 2022. I asked the masters as part of their turnover if they were going to look into that and that was about nine months ago. It finally ended up that it

sounds like the CDD takes care of the curbs for the streets in our area. I was wondering if there are plans to look at those. I noticed a year ago across the way the South at ChampionsGate a different CDD and retreat over there they were replacing all of the curbs that were marked. I am bringing it up to this Board because I was held up by the masters for nine months and now, they say it is a problem for the CDD. Is anything going to happen?

Mr. Manjourides: Did we order that survey?

Mr. Scheerer: No, we didn't order it. Jeremy was in communication with somebody, maybe it was you or not but we were not aware of that inventory. The engineers confirmed that the curbs are part of the stormwater system and he will be evaluating all of the curbs as part of his report in June. He will check all of the stormwater ponds, dry ponds, all of the curbing and will make recommendation. Just understand if it is just a stress crack, it is cosmetic and does not interfere with the flow of water. If it is damaged and needs to be replaced, Dave is committed to doing that. The other thing mentioned is Stoneybrook South at ChampionsGate which was done by Lennar as part of their maintenance bond. In order for the county to take things over, they go through and do a reinspect. I am pretty sure they were cutting out all of the curbs on West Side Blvd North. We weren't doing that.

Resident: One thing is the dry pond at west side and Bella Citta can the garbage be picked up before they rake it? The last thing is the unnamed road by the sewer place across from the golf course, there has been a cabinet of stuff sitting there. It looked like yours, its green on the map that shows you take care of it.

Mr. Scheerer: Yes. I am not sure where that road is.

Mr. Knights: If you turn right onto west side off of Bella Citta there is a little road that goes behind a substation of some sort. The road goes behind the school and stops.

Mr. Scheerer: The lift station is right there. It is all somebody else's, it's not us.

Mr. Manjourides: Who owns that?

Mr. Scheerer: Whoever owns that property back in there. The lift station is probably owned by Toho. It is not CDD.

Mr. Manjourides: It is on the left side of the road next to the condos.

Mr. Scheerer: We will take a look at it but it's not CDD property. That is all I can tell you.

Mr. Manjourides: Lennar owned that and deeded it to Osceola County.

Mr. Reid: That part is owned by Osceola County including the access road. I am looking at the property map.

Resident: The property by the wall there on the ChampionsGate side, is that part of Osceola too on both sides of the road?

Mr. Reid: Yes, everything surrounding the lift station tract and that pond.

Resident: On the other side of the road is what I am talking about, not the lift station.

Mr. Reid: The road is backed up to the condo tract. Everything outside the condo tract is Osceola County.

Resident: I will go look and let you know.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Discussion of Process for Filling Vacancy in Seat #3 Expiring November 2

Mr. LeBrun: This is on here with Buzzes passing. The first thing the Board needs to do is declare that seat vacant. That seat expires in November 2026.

On MOTION by Mr. Knights, seconded by Mr. Siron, with all in favor, Declaring Seat #3 (B. Nembirkow's Seat) Vacant, was approved.

Mr. LeBrun: At this point, there are several ways the Board can go. Nothing has to be done today. What might happen is we would ask for any interested candidates to submit resumes or letters of interest in the District Manager. Then we could bring those back to the Board at the next meeting. The Board can review and decide to take action or continue to look for someone that they want to appoint to that open seat.

Mr. Manjourides: I have one interested party that wanted to apply. I need to know the process.

Mr. LeBrun: What would happen if anyone were interested, just contact the District Manager with a resume or letter of interest so the Board knows who they are as far as their background. We can collect those and bring that information to the next meeting. It will be on the agenda and the Board can start their process from there to appoint someone to that vacant seat. As of now, we can operate with that seat vacant going into the next meeting if the Board wants to go that route. It gives time for interested residents to submit their information. We will add that to the

agenda and if you have anyone you are aware of, if they can email me that information and we can make sure it gets to the Board.

FOURTH ORDER OF BUSINESS

Business Administration

A. Approval of Minutes of the April 1, 2024 Meeting

Mr. LeBrun: The first item under this is approval of the minutes of the April 1, 2024 meeting. Those were in your agenda packet. Any comments we received up to this point were included. We would just look for a motion to approve those meeting minutes.

On MOTION by Mr. Siron, seconded by Mr. Manjourides, with all in favor, the Minutes of the April 1, 2024 Meeting, were approved.

B. Consideration of Check Register

Mr. LeBrun: Next is consideration of the check register on page 16 of your electronic agendas. You will see the register summary from your general fund and you have checks number 80 through 103. From your capital reserve fund, you have checks number one and two. From the payroll fund, you have checks number 50106 through 50108. The grand total for the check register is \$193,104.34. Behind that you have your line-by-line register which details those expenses. Happy to take any questions on that. If not, we just look for a motion to approve the check register.

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

C. Balance Sheet and Income Statement

Mr. LeBrun: Behind that, you have your balance sheet and income statement. No action is required by the Board. These are just your unaudited financials through April 30th. That shows you the different line by line items.

Mr. Knights: One item on that, they have my name wrong in there. It's not Gerald, it is Gerrard. It is an honest mistake. People do it all the time. They see Gerrard and write Gerald.

Mr. LeBrun: We will make sure that is edited on there.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2024-04 Adopting the Fiscal Year 2025 Budget and Relating to the annual Appropriations

Mr. LeBrun: We just need a motion to open the public hearing.

On MOTION by Mr. Siron, seconded by Mr. Knights, with all in favor, Opening the Public Hearing, was approved.

Mr. Lebrun: The public hearing is officially open. I will take the Board through the budget then open it up for public comment then come back to the Board. It hasn't changed since the last time. There's very minor just updated actuals since the last time the Board saw it. The budget starts on page 39 and this is the same budget that we reviewed at the previous meeting. Once you are on page 41, you will see the General Fund then you will see the assessments there. There is a note again for the Board that there is no assessment increase so residents will pay the same exact amount that they paid the previous year which is good. You will see the actuals have been updated through April 30th so a pretty good snapshot of where we are at in the District with the general fund. Behind the general fund is your gross assessment per unit. That shows the accessible units and what the assessments are for each one. Continue down to page 43, this is the general fund just a line-by-line description of all of the items. The Board has seen this previously. As you continue down, you will see your capital reserve fund that is on page 51. A very healthy capital reserve fund. Then your debt service that follows after that, it is similar to what we have seen at the previous meeting. This is just a formal process to go through and adopt the budget. If the Board is okay, I would ask for any public comment before going through any of this. Hearing no public comments, we will bring it back to the Board. I am happy to take any questions on the budget. If not, we just have to approve these two resolutions separately to officially adopt that FY2025 budget.

On MOTION by Mr. Knights, seconded by Mr. Siron, with all in favor, Resolution 2024-04 Adopting the Fiscal Year 2025 Budget and Relating to Annual Appropriations, was approved.

B. Consideration of Resolution 2024-05 Imposing Special Assessments and Certifying an Assessment Roll

Mr. LeBrun: The Board just adopted the budget. This resolution is the mechanism to fund that budget. This is just certifying those assessments but like I said previously no increase in assessments for the residents. Happy to take any questions on this resolution, if not looking for a motion to approve.

On MOTION by Mr. Siron, seconded by Mr. Knights, with all in favor, Resolution 2024-05 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS

Business Items

A. Ranking of Proposals for District Engineering Services and Selection of District Engineer

Mr. LeBrun: As our current District Engineer indicated at the previous meeting, due to shifting their work and newer projects they have let the Board know they are going to be resigning in the near future. They agreed to stay on until we were able to go through this process. Management sent out an RFQ which is required by state statute. We personally sent it out to all of the engineering firms that we have contacts with. It was advertised per statute in the newspaper and we received two responses for the District Engineer RFQ. One response came from Kimley-Horn that was in the agenda package and also Dewberry. We had two engineer firms respond with their proposals for District Engineer services to Stoneybrook South. At this point in the meeting essentially the Board can discuss what they read and if they saw one way or other. We do have to submit a scoring sheet as part of the process. I put copies of the scoring sheet in front of you as you go through and what the Board saw and various proposals, we assign points and at the end we have to come to a ranking of #1 and #2 in this case. The Board can come to a consensus on one ranking as #1 and #2 or do individual seats. It is totally up to the Board.

Mr. Manjourides: Do we have the RFQ?

Mr. LeBrun: We have the responses to the RFQ. They start on page 63 of the iPads. We went through these and they have met their requirements for the RFQ. Both firms are qualified engineers. Both currently manage CDDs within Florida.

Mr. Knights: What is the price?

LeBrun: What will happen on these, they will submit a price sheet so whoever the District chooses as their #1, we will engage them and part of that is they send their kind of going rates. Traditionally, they are very similar in scope in what they do and the amount of rates that they charge. The RFQ has to rank them on these qualities so that is the criteria that is used for these firms. Whoever you select as #1 and you find that prices are competitive then you also have your #2 ranking for engineering services.

Mr. Knights: They don't submit the price first?

Mr. LeBrun: This is basically the request for qualifications to see if they are qualified to perform.

Mr. Babbar: Under Florida Statute we are not authorized to look at price when doing the RFQ. That is a restriction in the way the statute was written.

Mr. LeBrun: Today will just be as you are looking through and saw them, if you want to assign points in various areas.

Mr. Knights: So only two firms qualified?

Mr. LeBrun: Correct.

Mr. Knights: We will continue with those two firms, right?

Mr. LeBrun: We do have to rank them though. We do have to select a #1 and #2 today.

Mr. Knights: Both of them will submit prices?

Mr. Babbar: You negotiate with the one that you rank highest. This decision is not intended to be a price decision. It is just who is going to be the best fit and that is why you rank them one and two. Again, we cannot solicit the price as part of the process in the decision making.

Mr. LeBrun: We are going to rank them so you will have your number one based on the criteria and then a number two and we start going with number one then the next part of the process. It is a formal process that we have to go through. On the scoring sheets, there are different categories within the RFQ that they responded to. The first category is ability and adequacy of personnel 25 points, consultants past performance 25 points, geographic location 20 points, willingness to meet time and budget requirements 15, and categories of certified minority business enterprise, recent current project workloads, volume of work previously assigned to the District and total those up for the score. Both are qualified to do the work. It is just up to the Board to decide for whatever the reason the Board feels who #1 and #2 is.

Mr. Siron: In our iPad, there is only Dewberry. I haven't seen Kimley-Horns yet.

Mr. LeBrun: Kimley-Horn on page 119. All of the Supervisors have the information in front of them.

Mr. Knights: What are we basically looking for between the two to decide which would be better?

Mr. LeBrun: When you are looking, you have to go off the criteria sheet that was published in the RFQ. On the categories, for example on ability and adequacy of personnel, the Board might have looked at the size of one of the firms. They are both of good scale. Kimley-Horn has a larger footprint nationally as you look at the different services they provide and different CDDs that they manage. I know Kimley-Horn is trying to get more Districts in the Central Florida area. This is out of their Lakeland office so very close to Stoneybrook South. Most of the rankings might be similar. Neither are on the certified minority business enterprises and neither indicated they are officially a minority business enterprise. They might put information about how they meet the criteria or are working towards it. Kimley-Horn talks about the steps they are taking to go towards that so that might award them some extra points versus if that wasn't indicated so those type of things. Good news is both firms are highly qualified and both firms can do the work for Stoneybrook South. Terry if you feel confident, we can go through it and I can write it in. The Board can talk about it.

Mr. Siron: It looks to me like they are very similar. I like Kimley-Horn's statement in their proposal that they are seeking to grow minority businesses.

Mr. Knights: They also give examples of the subcontractor's earnings.

Mr. Siron: I would score them #1 and Dewberry 2.

Mr. LeBrun: We will need a score for each. I am hearing you see them all as equal and you feel that Kimley-Horn expounded a little more.

Mr. Knights: They all get zero for certified minority business enterprise.

Mr. Manjourides: The only difference is that minority business appointment.

Mr. LeBrun: You could award on a scale with 5 being your certified if you feel Kimley would have been a 2 out of 5 because they made the effort to explain how they are working toward it. I heard you had them all equal in all categories except you felt even though they are both not certified minority enterprise that Kimley-Horn got two points where as Dewberry had zero based on the narrative you saw in the proposal.

Mr. Siron: The next one, they are both equal there so 5 and 5. Volume of work previously awarded to, neither one of them worked for this Board before so they both get zero there.

Mr. LeBrun: To summarize what I heard from Terry's scores all are equal except for certified business minority. Kimley-Horn had the edge there. The total was Dewberry 90 points and Kimley-Horn had a total of 92 points. What that means with those scores, Kimley-Horn will be ranked #1 and Dewberry ranked #2.

On MOTION by Mr. Knights, seconded by Mr. Siron, with all in favor, Kimley-Horn as the #1 Ranked Firm from RFQ, was approved.

On MOTION by Mr. Manjourides, seconded by Mr. Siron, with all in favor, to Send Notice of Award and Authorize Staff to Draft and Enter into Agreement with #1 Ranked Firm and Authorization for the Vice Chair to Sign, was approved.

B. Consideration of Water Management Agreement with The Lake Doctors, Inc.

Mr. Scheerer: This is just the renewal with Lake Doctors. They maintain four wet ponds, the two at 27 and the two at Oasis and West Side Blvd. What we did with them this year is we are trying to get a lot of these vendors on the fiscal year calendar. They are going to start now and probably end up on June 1st through September 30th of next year. This way our contract is all expired at the same time. The two wet ponds at 27 and Palmetto and Oasis and West Side Blvd. Just looking for approval from the Board. It is included in your budget this year.

Mr. Siron: What do they do maintenance wise?

Mr. Scheerer: They spray for any invasive nuisance and exotic weeds. You might have some torpedo grass, or if we get any cattails. It is a monthly application. They come through and check all of the ponds. Standard water management practices. We are signing the contract back to the original vendor Lake Doctors and putting it on the fiscal year. It will run starting from June 1st all the way through September 30th of next year. This way when we do the budget, we are trying to get all of the contracts.

On MOTION by Mr. Siron, seconded by Mr. Knights, with all in favor, the Water Management Agreement with The Lake Doctors, Inc., was approved.

C. Presentation of Number of Registered Voters – 938

Mr. LeBrun: Each year the District is required to report the registered number of voters. As of April 15th, there are 938 registered voters in Stoneybrook South CDD. It is not residents; it is just people that are registered to vote within the District. No action required on the Board's part.

D. General Election Qualifying Period and Procedure

Mr. LeBrun: Each year we publicly announce the election and qualifying period so for this year for 2024 Special Districts, the qualifying period starts at noon on Monday June 10th so next week and it ends on noon Friday June 14th. Each year it is all done through the Supervisor of Elections. The District really has no role in the process or the management company. This is all done through the Supervisor of Elections. The seats that are up for reelection this year, we have Terry's seat which expires November 2024 so that is seat #1 and we also have Ron's seat which expires November 2024, seat #2. Those two seats are up for election this November. You have to qualify if you want to run again for your seat. That is all done through the Supervisor of Election. If you have any questions, I can help you out. It is on their website and will take you through the process.

Mr. Siron: All of the Sunshine Laws. I have taken three courses, is that enough for the ethics training?

Mr. LeBrun: There are some free options. We can resend that out. It is four hours of instruction. I will resend the link. You have until the end of this calendar year. You actually aren't reporting it until you file your 2025 Form 1 next June.

Mr. Manjourides: Does this show up on the regular ballot?

Mr. LeBrun: Yes, once the seat transitions, it will be on the 2024 official ballot.

Mr. Phillips: I have been trying to get on that ethics training for weeks and can't so please send it out again.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. LeBrun: Anything to report to the Board?

Mr. Babbar: Nothing to report but would be happy to answer any questions.

Mr. LeBrun: No questions counsel, thank you.

B. District Engineer

Mr. LeBrun: Dave, do we still have you on?

Mr. Reid: I am still here. We are doing our final annual report in the next couple of weeks so I will get that out to you. I appreciate working with you guys. Alan, if you have any questions, you can always give me a call.

Mr. Scheerer: I have your cell phone. Thank you, Dave.

Mr. Reid: I have nothing else.

Mr. LeBrun: Thank you Dave. We appreciate your service to the District.

C. District Manager

Mr. LeBrun: Your Form 1 that is your statement of financial interest and is due July 1st. We just want to make sure that is on your radar. Eventually, they do start threatening you with a fine if you don't do it by September. It is all electronic online this year. You should have received an email from the ethics department to whatever email you have used or been using. If you haven't, talk to me after the meeting and I will work with you. When you go to the ethics department website and say you're a filer, it will ask you for an email. You need to make sure it is one that you have used either in the past and I have the list of email that you have used so if you forget, I can tell you. You will request registration link. The ethics department will send you an email that says click this link to activate your account. You will pick a password and you are in. It is very intuitive. I was contacted by the HOA about the parking by the school. We are working through some solutions with the school making sure starting this new school year that we will get messaging out early to families about not parking in the no parking zone. We feel confident that we are in front of it to try alleviate some of that issue. The one thing they did ask is if the Board would be open to working with them to finance some off duty police officers for them to patrol the area at strategic times like beginning of the year. They did not ask for an exact dollar amount but just want to know if the Board would be open to splitting some costs with them and setting up some patrols who force that no parking zone when the school year starts. They are the ones that have to enforce that type of thing. I told them I would ask the Board if they would be open to splitting some costs or working with the HOA to hire some of those off duty officers.

Mr. Siron: I think we need to do that.

Mr. Knights: Absolutely. It is definitely a problem.

Mr. Siron: I think we should also get with the school authorities to start enforcing their own rules.

Mr. LeBrun: That would be the best-case scenario if the school could police their own parents.

Mr. Manjourides: I think the school has a policy that if the children are not walkers, they have to go out a certain door. What they do is sign up as walkers and they are not walkers and they are let out the other door. They only do that because they don't want to wait in line. I think the school should maybe put a monitor out there and see who is walking to the car and get a hold of the parents.

Mr. Manjourides: There is also a contingency which I have no problem with they walk all the way up to Publix and get picked up there by their parents. There is a bunch of kids every day.

Mr. LeBrun: It sounds like the Board would be open to working with the HOA.

Mr. Manjourides: Absolutely.

Mr. LeBrun: I will share that the Board is supportive of taking some extra means. The school isn't able to police their dismissal so we have to enforce our rights.

D. Field Manager

Mr. Scheerer: The architectural fountain is working well except for the lower fountain is not working. Chris sent me an email. The top part is discharging water but the portion on the bottom half is not. I apologize for that not being in the report. I did check this morning. We authorized a new pump for that to go in on April 12th. I checked this morning and it is still not in so I emailed Cascade to find out where we are on that.

Mr. Manjourides: Is that pump under warranty?

Mr. Scheerer: No.

Mr. Manjourides: We just replaced that pump.

Mr. Scheerer: We replaced the other pump. There are four pumps in there.

Mr. Manjourides: I thought it was the bottom pump.

Mr. Scheerer: There were four pumps in there. Two sump pumps that are in there to keep the water out of the basin and the two master pumps the one that does the top one and the one that does the bottom one.

Mr. Manjourides: The bottom one is the one we replaced.

Mr. Scheerer: I don't know off the top of my head. I will have to check it.

Mr. Manjourides: Check it because that one we replaced about six months ago. It was making noise. It was the bottom. They have a warranty on them, don't they?

Mr. Scheerer: Should be unless it is an act of God. I will have to wait for them to tell me what happened. Irrigation inspections are ongoing. We are dry as a bone, no rain. I did get a call from Toho last week that if we don't get anything soon, the District could probably be under watering restrictions which is basically where they shut your water off at 10 and turn it back on at four. No water Sunday morning 7:30 through Monday night at 11:30. I don't know if that affects the residents but from the commercial and the CDD that is what we are going through in the Eastern portion of Osceola County St. Cloud area right now. The entry lighting. I know Chris gave me some photos last meeting. All of those lights were repaired. We have a breaker tripping on Bella Citta. My guy was out over the weekend and double checked everything. As far as I know all of the lights are working in both Districts. I spotted a damaged sign post out front when I was out there. I am not sure what happened. Somebody didn't make the turn. We will try to find some old photos of what the sign was that was there.

Mr. Manjourides: It was a Lennar advertising sign.

Mr. Scheerer: We will just pull the post and put it in storage. Also, when we checked the fountains, all of the fountains were working. When I was out last Wednesday, the 27 North Side fountain was barely shooting any water out so we wouldn't have any damage to the pumps, I went head and shut it off so that is off right now and Lake Fountains is aware of that. The new landscaping looks good. It is still holding up well. We sure could use some rain. We continue to meet with Floralawn to discuss any of the problems. Brian Clayborn is here today with Floralawn. One thing you missed was the dry pond at the corner of Bella Citta and West Side Blvd, the small one there, we need to pick up the trash before we disc the ponds. Apparently, we are emulsifying whatever is in there.

Mr. Manjourides: At the last meeting I mentioned those bushes that were dying along West Side going towards Ronald Reagan. You fixed them and they are working beautiful. There are another two sections that are dying. Half of it is very good and then there is a section that you can see there is no water. What you did with those bushes was wonderful so if you could do it for the rest of them it would be great.

Mr. Clayborn: With that drip line, it tends to get clogged with reclaimed water so we have to periodically unclog it. That is probably what is happening but I will look into it.

Mr. Scheerer: Obviously the irrigation cost, we have a lot of zones here so a lot of times you will see water running mid-day which is because we are trying to play catchup on the irrigation. We had the sidewalks and curbs around the traffic circle pressure washed and all of the little island tips. All of that was done. New sod was installed there as well. Out Palmetto Dunes toward 27 there was some old Indian Hawthorne in there that we had removed. I think it looks really good. If the Board sees anything different, I think leaving a nice mulch bed is a better way than trying to keep the plants around the palm trees alive all day long. That is all I have and can answer any questions you might have.

Mr. Manjourides: Sounds good to me.

EIGHTH ORDER OF BUSINESS

Supervisor's Request

Mr. LeBrun: That brings us down to Supervisor's request. Do any Supervisors have any requests?

Mr. Siron: There was a request about putting some signage up in honor of Buzz. There is a cut through to the golf course and they want to put a sign up that says this is a Buzz Cut Way. The signage has been purchased so they need permission to put it up.

Mr. Scheerer: That is CDD property.

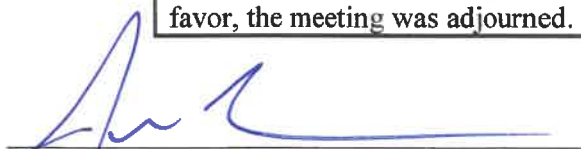
On MOTION by Mr. Siron, seconded by Mr. Knights, with all in favor, Adding a Sign for Supervisor Nembirkow on District Property, was approved.

NINTH ORDER OF BUSINESS

Adjournment

Mr. LeBrun: If there are no other Supervisors requests, we are just looking for a motion to adjourn.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman