

MINUTES OF MEETING  
STONEYBROOK SOUTH AT CHAMPIONSGATE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Stoneybrook South at ChampionsGate Community Development District was held Monday, June 3, 2019 at 11:30 a.m. at the Oasis Club, 1520 Oasis Club Blvd., ChampionsGate, Florida 33896.

Present and constituting a quorum were:

Adam Morgan	Chairman
Lane Register	Vice Chairman
Tim Smith	Assistant Secretary
Rob Bonin	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
David Reid	District Engineer
Alan Scheerer	Field Manager
Michelle Barr	Lennar Homes

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: There are only staff and Board Members present.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 6, 2019 Meeting**

Mr. Flint: Does the Board have any additions, deletions, corrections on those?

Mr. Morgan: The minutes looked good to me.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the minutes of the May 6, 2019 meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Amendment to  
Engagement Letter with Latham, Shuker,  
Eden & Beaudine, LLP for Legal Services**

Mr. d'Adesky: This is essentially a cost of living increase for benefits for ourselves and our staff that we are doing across the Board for all Districts.

Mr. Morgan: It was a minimum increase, I'm fine with it.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Amendment to Engagement Letter with Latham, Shuker, Eden & Beaudine, LLP for Legal Services was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Professional Engineering  
Services Agreement with Hamilton  
Engineering & Surveying, Inc.**

Mr. d'Adesky: This has our standard requirements and protections, and it has our standard liability amounts. We are comfortable with the format of the agreement.

Mr. Morgan: Has this been ran by Hamilton yet? Or do we sign it and then they look at it?

Mr. Flint: I already have Hamilton's signature, they have already reviewed it and signed it.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Professional Engineering Services Agreement with Hamilton Engineering & Surveying, Inc. was approved.

**SIXTH ORDER OF BUSINESS**

**Discussion of Turnover of Whistling  
Straights and Tract K Ponds**

Mr. d'Adesky: I provided everyone with a copy of our three standard conveyance documents, we use them on every transaction. It is very standard form, just include all the conveyances for Tract K. I understand there is a tract in the North parcel?

Mr. Scheerer: Yes, that is the Whistling Straights piece.

Mr. d'Adesky: I would suggest the Board approving the Tract K conveyances and also the future conveyance of the Whistling Straights Tract, delegating authority to the Chairman.

Mr. Scheerer: At some point we are going to do a walk through and turn all that landscaping over to the District for maintenance, so we included that number in the agenda for you to take a look at.

Mr. Morgan: We're at \$58,000 just for the maintenance of Whistling Straights by itself?

Mr. Scheerer: No, that's for Whistling Straights, the other entrances, everything that is on the map in your agenda.

Mr. Morgan: I see that now. It goes all the way back to Pebble Beach?

Mr. Scheerer: Yes, it does. They did originally give us a price just for the Whistling Straights portion. Tim was kind enough to get me all the plats and landscape plans, and they bid off of that. This proposal is all encompassing, but we could come back for a lesser amount for what would actually be maintained at that time.

Mr. Smith: All of that is coming up. Within the next 30 to 45 days, Tracts 2, 4, 5, 3, and 7 are all coming in.

Mr. Scheerer: Right.

*Mr. Bonin joined the meeting at this time.*

Mr. d'Adesky: Are there any other questions on this?

On MOTION by Mr. Register, seconded by Mr. Morgan, with all in favor, the Turnover of Whistling Straights to the District was approved.
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## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Proposal from VGlobalTech to Provide Website Compliance Services**

Mr. Flint: The next two items were added to the agenda. The first one is a proposal from VGlobalTech to provide website compliance services. There has been an ADA issue with government and private sector websites. There have been plaintiffs and attorneys suing special Districts, local governments, and private entities regarding ADA compliance of websites. As a result of that, special Districts and other entities are being required to basically redesign their websites to be ADA compliant. The insurer for the District also insures over 300 special Districts. Their attorney represented 18 CDD's that were sued by an individual plaintiff. Part of the settlement agreement was that all the CDD's would come in compliance within 24 months. That doesn't preclude any other person from suing the District in the meantime. We've met with several companies that provide these services, and we've entered into a partnership with VGlobalTech and have gotten favorable pricing with them. There's a copy of the proposal for each Board Member.

Mr. Morgan: It looks like we have an option of a one-time fee of \$2,275 but then in addition we have to have \$1,600 for audits?

Mr. Register: And then \$1,350 for maintenance.

Mr. Flint: We are recommending you approve the first year one-time fee. As this evolves, we'll have a better idea of where we need to be going forward. The one-time fee will bring your website up to standards in the current year. There has been some discussion that there needs to be ongoing audits to make sure the website is in compliance going forward, but we will come back with you on those other pieces of it.

Mr. Morgan: If we approve this today, this brings us into compliance with the lawsuit?

Mr. d'Adesky: Yes. Essentially, a big part is converting non readable PDF documents to make sure they are readable with screen reading technology. The hope is that some of that work will be able to be done on the management side, rather than shipping that out. We will begin posting strictly what is required statutorily, and nothing extra.

Mr. Morgan: How is this going to impact our budget?

Mr. Flint: We are operating under a Funding Agreement right now, so we would have to submit that. I can assure you that this is a very cost effective.

Mr. d'Adesky: I agree, and George found this company very quickly. Many other management companies are spending a lot more than this.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Proposal from VGlobalTech to Provide Website Compliance Services was approved.
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## **EIGHTH ORDER OF BUSINESS**

### **Discussion of Bidding Landscape Maintenance Services**

Mr. Flint: The developer has expressed a desire to bid out the landscape maintenance services. Right now we are using Down To Earth. They've engaged Mark Yahn with Sunscape Consultants to prepare the scope of work, the cost sheets, and the maps to be able to bid the services out. CDD's have statutory processes to follow, anything over \$20,000 we have to bid out. There has to be a sealed bid and advertising.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Authorization of Staff to move forward with bidding landscape maintenance services, was approved.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney's Report**

Mr. d'Adesky: The expansion ordinance was officially adopted, and I am waiting to get a certified copy of that from the clerk. Once I get that, I will file a notice of expansion. We will have an amendment to those bond agreements, that's necessary to unlock the cash related to the expansion parcel. I will report back when that is done and when the notice is filed.

Mr. Flint: At the next meeting we are going to have to initiate the assessment hearing process on that expansion parcel. We couldn't lien it or place assessments on it until it was actually in the boundaries of the District. At your next meeting, you will have two resolutions; one declaring the intent to impose special assessments, the other setting a public hearing for that.

Mr. Morgan: Is that something that is going to have to be done prior to the beginning of August? When we have our discussions about what meeting we are going to have or not have, we typically don't have one in July unless we need to.

Mr. d'Adesky: I would suggest having a July meeting.

Mr. Flint: There's not a lot of other business that would need to happen, so we could schedule a special meeting for that. We couldn't have it on today, we hadn't even gotten the ordinance yet from the county. We can probably do it so that you can have the public hearing at your August meeting. I'll look at the calendar and get with the Board and schedule a special meeting.

Mr. Morgan: Okay.

#### **B. Engineer's Report**

Mr. Reid: I completed the Lennar reimbursement last week.

Mr. Flint: I'm waiting on you and Jan to review that, Andrew.

Mr. d'Adesky: We wanted to clarify, my only comment was to be very specific when you are labeling the mass grading. It needs to be clearly marked as public mass grading and not private.

Mr. Reid: Okay.

### **C. District Manager's Report**

#### **1. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financial statements through April 30, 2019. If there are any questions, we can discuss those.

#### **2. Ratification of Funding Requests #8**

Mr. Flint: We also have ratification of funding request #8 for May 24<sup>th</sup>, which is \$27,766. It includes Duke Energy, Landscape Maintenance, Environmental, District Management, District Engineer, and District Counsel. This has already been submitted to the developer under the Funding Agreement, we are just asking the Board to ratify it.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Funding Request #8 totaling \$27,766 was ratified.

#### **3. Selection of District Records Office Within Osceola County**

Mr. Flint: The CDD is required to have a Record of Proceedings in the County that the District is in. Previously, we had the Record of Proceedings at the former District Engineer's office KPM. Their office is located in Osceola County and our offices are in Orange County. We need to find an alternate location for the Record of Proceedings. I was hoping there was a closet or room here we could store the binders to comply.

Mr. Morgan: How many binders are we looking at?

Mr. Flint: For this District, it's very small.

Ms. Barr: We can put them here.

Mr. Flint: Great. I'll need a motion designating the Oasis Club as the District Records Office within Osceola County.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Selection of Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida as the District Records Office within Osceola County, was approved.

### **TENTH ORDER OF BUSINESS**

#### **Other Business**

Mr. Flint: Is there anything the Board wanted to discuss that was not on the agenda?

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Request**

There being none, the next item followed.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman