

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, September 9, 2019 at 11:30 a.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida 33896.

Present and constituting a quorum were:

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

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Dave Reid	District Engineer
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll, a quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Only the Board and staff is currently present, so we will move on to the next item.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 5, 2019 Meeting**

Mr. Flint: Included in your agenda package is a copy of the minutes of the August 5, 2019 meeting. Are there any additions, corrections or deletions? Hearing none.

Mr. Morgan: I read through them and they looked good.

On MOTION by Mr. Morgan seconded by Mr. English with all in favor the Minutes of the August 5, 2019 Meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Public Hearing**

Mr. Flint: I will open the public hearing. We are having the public hearing to consider imposing assessments on the Baxter Tract and Parcel B.

**A. Consideration of Engineer's Report**

Mr. Flint: The first item is the Engineer's Report. This is the Supplemental Engineer's Report for the expansion property and the 2019 Assessment Area. The District Engineer prepared a report to cover the 2019 Assessment Area and Tract B. Part of the 2019 Assessment Area wasn't actually within the District, and that's the Baxter Parcel. You already went through this process when you issued the bonds. Because Baxter wasn't in the District, we issued bonds for the improvements in Baxter but those were set aside in an escrow account until the land was annexed into the District. Now that it is annexed into the District, we actually have to impose assessments on the Baxter Tract. While we are doing that, we also are imposing assessments on Tract B even though bonds have not been issued for Tract B. We are putting a lien on Tract B so that when you get ready to develop it, you already have the lien in place. When we issue bonds later on, we won't have to go through the assessment process for Tract B.

Mr. d'Adesky: That bond will be relatively small, I think the amount is \$2,000,000.

Mr. Flint: Yes, the improvements are about \$2,000,000.

Mr. d'Adesky: This has not changed since it was approved, so you do not need to approve it again.

**B. Consideration of Master Assessment Methodology for Baxter Tract and Parcel B**

Mr. d'Adesky: The Methodology is confirmed as part of the Resolution, so it also does not need separate approval.

Mr. Flint: We created a new Master Assessment Methodology that covers the expansion area, and that is in your agenda package. That covers the Baxter Tract and Parcel B. We've only issued bonds for the Baxter Tract, but we are putting a lien on Parcel B as well so in the future when we issue bonds we don't need to go through the assessment process again. That report is dated June 27, 2019. Are there any questions on the Engineer's Report of the Assessment Methodology?

Mr. Morgan: It all looks good to me.

**C. Public Comment and Testimony**

Mr. Flint: This is a public hearing, I will note for the record there is no public here to provide comment or testimony.

**D. Consideration of Resolution 2019-12 Levying Assessments**

Mr. Flint: District Counsel has handed out Resolution 2019-12 Levying Assessments.

Mr. d'Adesky: This is our standard form Levying Resolution, it is the same one that was over the entire District minus these parcels. It's in compliance with Chapters 170, 190, and 197 of the Florida Statutes. It confirms the District's intent to issue bonds, in this case releasing bonds that have been held in escrow. It provides for allowing the transfer and conveyances associated with that project. Anything within that project that hasn't been released up to this point can't be released to the District. We had our prior Resolution 2019-08 which provided for the initial determination of benefit, as required by statute, and the preliminary Assessment Roll, and the approval of the methodology. This confirms the methodology and says that the District will sell and issue a not to exceed of \$6,750,000.

Mr. Morgan: So, this resolution will allow us to release the bonds for the Baxter Tract and assess and release bonds for the B Tract?

Mr. d'Adesky: No, once we do bonds, it will allow us to go through that process without having to separately lien that property. Essentially, it expedites that process when we come up to that next bond issuance.

Mr. Morgan: I see, got it.

Mr. Flint: There are no bonds to be released on B. We are assessing it now so we don't have to do that step again.

Mr. d'Adesky: Yes, so anything that is platted is going on the roll. Anything that is unplatted remains off the roll until it is platted.

Mr. Morgan: Perfect.

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

On MOTION by Mr. Morgan seconded by Mr. English with all in favor, Resolution 2019-12 Levying Assessments, was approved.
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Mr. Flint: The public hearing is now closed.

**FIFTH ORDER OF BUSINESS**

**Consideration of Agreement with Down to Earth Landscape for Landscape Maintenance Services**

Mr. Flint: The District went through a competitive bidding process in conjunction with the Stoneybrook South CDD and the Master Homeowner's Association. We did a sealed bid process because of the fact that we tripped the bidding threshold. Down to Earth was selected and they are the current provider. They were selected to continue to provide the services by the Evaluation Committee. We are recommending that the Board approve this agreement. When we bid it out, we only included areas that were being maintained at the time, so it does not include Whistling Straights or anything north of Bella Citta.

Mr. Morgan: It doesn't include any of the North Tract?

Mr. Flint: Right. We do have a fee summary that was provided to us by Mark Yahn who was retained as the Landscape Consultant to assist with the bidding process. My understanding is Lennar is going to keep him on for 90 days during the implementation of the new scope of work. I recommend entering into the agreement based on the scope that was bid, and then the Board can consider an amendment adding the Whistling Straight section. That way it keeps the bidding process pure and we are not adding something that was not in the bid.

Mr. Morgan: We are keeping Yahn on as a consultant to make sure that the work is getting started appropriately and billed appropriately?

Mr. Flint: Correct. It is my understanding that Lennar or the Master Association is retaining him. Both CDD's will work with them on that process. The scope is attached with the fee summaries to the contract, are there any questions?

Mr. Morgan: Alan, are you happy with this?

Mr. Scheerer: Yes. Actually, the current Tract K parcel for Stoneybrook South at ChampionsGate went down on this bid process based on the mapping. We'll have to keep our eye on them, and the scope has changed. The current scope of services has bahia grass being mowed every other week and this new scope has it being done at the same time as the rest of the turf.

Mr. Morgan: So it will all match?

Mr. Scheerer: Yes, instead of it being overgrown and the edging not being performed on a weekly basis.

Mr. Morgan: As long as Alan is happy with it, I'm happy.

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

Mr. Flint: Let the record reflect Mr. Bonin joined in the meeting and participated in the vote.

On MOTION by Mr. Morgan seconded by Mr. English with all in favor, the, Agreement with Down to Earth Landscape for Landscape Maintenance Services, was approved.

Mr. Flint: I'm handing out the fee summary for Whistling Straights, which was not in the scope of work when we bid. Based on the unit pricing that was provided by DTE in the bid process, Mark Yahn worked with DTE to develop a cost for the Whistling Straights portion. It is reflected as \$64,065. It follows the same scope of work as the contract you just approved. Again, to keep the bidding process clean, we did not want to include it in the contract you just approved. We just received the fee summary. My recommendation would be to approve an amendment to the contract to incorporate Whistling Straights.

Mr. Morgan: Alan, is this just the portion of Whistling Straights from Bella Citta to Pebble Beach.

Mr. Scheerer: This is everything that is considered Whistling Straights.

Mr. Morgan: Doesn't Whistling Straights continue into Baxter?

Mr. Scheerer: Yes, but this scope stops before you get to Baxter. It includes the two retention ponds and the additional entrance.

Mr. Morgan: Okay.

Mr. Scheerer: This is everything based on landscape plans that Tim provided during the budgeting process for 2020's adopted budget. The only difference in here is we had mulch on a separate line item in the 2020 budget. It is now included as part of the fee summary schedule. It's all budgeted for 2020.

Mr. Morgan: We don't have bedding plants out there, just the palm trees?

Mr. Scheerer: Yes, and in the scope it has certain palm trees identified to be serviced at certain times of the year.

Mr. English: Who is cutting the grass right now on Whistling Straight?

Mr. Scheerer: Down to Earth.

Mr. English: When did they start?

Mr. Scheerer: I don't think anybody mowed last week, so it's probably a couple weeks behind.

Mr. Flint: They're not under contract to mow that.

Mr. English: What did they charge us?

Mr. Scheerer: They didn't charge anything for that mow.

Mr. English: I'm sure they're going to. They had never quoted Whistling Straights Boulevard?

Mr. Scheerer: It was quoted, but for budget purposes.

Mr. English: Where is the backup for what they budgeted? Is it close or three times as much?

Mr. Scheerer: The original number they gave us was an overall total of \$58,000. That was a budgeting number. Then it had mulch at \$45 a yard. If you look at the 2020 budget there's a separate line item for about \$6,000 for mulch being separate. When Lennar contracted with Mark Yahn to develop the scope and fee summary, Mark asked DTE to review the scope using the current standards under the current fee summary. This is \$64,065 if you add the \$6,000 it's a little less than that.

Mr. Flint: It's a higher level of service.

Mr. Scheerer: Yes, it is. The Tract K dropped from \$48,000 to \$38,000. It dropped \$10,000.

Mr. Bonin: Were the other bids comparable?

Mr. Morgan: We didn't bid this out. We had already bid out the general maintenance contract and it didn't include the North Tract. Once we selected DTE we asked them to submit numbers to cover the amendment.

Mr. Bonin: Do we have any frame of reference to know that these numbers sound right?

Mr. Flint: Mark Yahn negotiated these based on the per units they provided in the bidding process.

Mr. Morgan: Does it look out of whack to you Rob?

Mr. Bonin: No, I'm just wanting to know how it was vetted.

Mr. Flint: There was a conscious decision when we bid it to only bid areas that were currently being maintained. That's why this area wasn't in the formal bid process. We did get a price for budgeting purposes, and it sounds like it's in line with what they provided.

Mr. Bonin: Is there a map that goes with this?

Mr. Flint: Yes.

Mr. Bonin: On the Boulevard, does this go down to the water's edge on the side?

Mr. Scheerer: Yes.

Mr. Bonin: Is that being mowed?

Mr. Scheerer: I was told that Lennar was going to replant sod there.

Mr. Morgan: The weeds still need to be mowed. We had to bring Horizon in to mow the weeds.

Mr. Bonin: We need to make sure we are carefully looking at what they are billing us for in relationship to what they are actually cutting or mowing. If they're not mowing the weeds and they're billing us in full, they shouldn't be doing that.

Mr. Scheerer: You're correct.

Mr. Bonin: Can you email me the map that goes with this?

Mr. Scheerer: Yes, I will right now.

Mr. Flint: Are there any other questions on the amendment? Hearing none, I would asked for a motion to approve the fee summary and authorize District Counsel to draft an amendment to the Landscape Agreement.

On MOTION by Mr. Morgan seconded by Mr. English with all in favor, the, the Amendment to the Agreement with Down to Earth Landscape for Landscape Maintenance Services of Whistling Straights, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. d'Adesky: I'll get that agreement going and we will update our pond documents.

#### **B. Engineer**

Mr. Reid: I don't have anything new to report.

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

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

Mr. Flint: You have the unaudited financial statements, there is no action required. If you have any questions I can answer those.

##### **ii. Ratification of Funding Request #11**

Mr. Flint: Included in your agenda package is Funding Request #11 dated August 23<sup>rd</sup> totaling \$30,423.74. Are there any questions?

On MOTION by Mr. Morgan seconded by Mr. English with all in favor Funding Request #11 was ratified.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Is there any other business anyone would like to discuss? Hearing none,

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint adjourned the meeting at 11:55 a.m.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor the meeting was adjourned at 11:55 a.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman