

MINUTES OF MEETING
STONEBROOK 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, Monday, May 4, 2020 at 11:30 a.m. via Zoom Teleconference.

Present and constituting a quorum were:

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

Also present were:

George Flint	District Manager
Jan Carpenter	District Counsel
Kristen Trucco	LLEB
David Reid	District Engineer
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Four members were in attendance via Zoom constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: For the record, due to the COVID-19 virus the Governor issued an executive order that waves the physical requirement and allows government entities to use technology to conduct these meetings. We did include in the notice that was in the paper instructions for any member of the public that would like to participate and how to go about doing that. There are no members of the public participating, so we will move on the next item.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of Individual to Fulfill Board Vacancy with a Term Ending November 2020

Mr. Flint: We do have a vacancy on the Board. Are there any nominations at this point to fill that vacancy?

Mr. Morgan: There are no nominations at this point.

Mr. Flint: Then we will just keep that on the agenda for the next meeting. You can continue to operate with four Board members. We will move on to the next item.

B. Administration of Oath of Office to Newly Appointed Board Member

C. Consideration of Resolution 2020-03 Electing Assistant Secretary

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 3, 2020

Mr. Flint: Did the Board have any comments, corrections, or changes to the February 3, 2020 meeting minutes?

Mr. Morgan: I did not have any changes.

Mr. Register: They look good.

On MOTION by Mr. Register, seconded by Mr. Morgan, with all in favor, the Minutes of the February 3, 2020 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Ratification of Series 2019 Requisitions

A. Requisition #3

Mr. Flint: Next in the ratification of Series 2019 Requisitions. The first one is Requisition #3. This is for Greenburg Traurig and these are for some costs related to the issuance of the bonds that were not covered and came in after the costs of issuance and accounts was closed. They are eligible expenses. The total is for \$289.26. Is there a motion to ratify Requisition #3?

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Requisition #3, was ratified.

B. Requisition #5

Mr. Flint: Next is Requisition #5. I think Requisition #4 was previously approved. Requisition #5 is in the amount of \$2,008,738.67. and is certified by the consulting engineer and was signed by the Vice Chairman as an authorized officer of the District and submitted to the Trustee for processing. Are there any questions on that requisition? Hearing none,

On MOTION by Mr. Register, seconded by Mr. Morgan, with all in favor, Requisition #5, was ratified

i. Consideration of Resolution 2020-05 Accepting the Conveyance of Real Property Interests and Improvements - Added

Mr. Flint: Related to the previous item, we added Resolution 2020-05 accepting the conveyance of real property interests and improvements. I will let Jan or Kristen present this.

Ms. Carpenter: I think everybody is familiar with this, when the requisitions come in we want to do a conveyance at the same time of the requisition if we can. What this does is confirms the District's acceptance of the property and ratifies it. In some cases, this is a ratification because if we get everything signed back and the requisition has been approved, then we will go ahead and get that recorded. So in this case, it's an acceptance of the real property and improvements that are listed in the Engineer's certificate saying that they have met all the requirements and copies of the deed that are signed, the bill of sale, affidavit, tax deed and all the other conveyance documents.

Mr. Flint: Any questions on the resolution? If not is there a motion to approve it?

On MOTION by Mr. Register, seconded by Mr. Morgan, with all in favor, Resolution 2020-05 Accepting the Conveyance of Real Property Interests and Improvement, was approved.

C. Requisition #6

Mr. Flint: Last item in this section is ratification of Requisition #6. This is for the District Engineer in the amount of \$4,860. These are for efforts related to preparation and review of the requisitions.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Requisition #6, was ratified

SIXTH ORDER OF BUSINESS

Consideration of Addendum to Agreement with Down to Earth Landscape for Addition of Landscaping Areas

Mr. Flint: Next is an addendum to the Agreement for Landscaping with Down to Earth. It includes portions of the Baxter Tract. Alan do you want to expand on this item?

Mr. Scheerer: Yes, the Baxter Tract was recently turned over at the beginning of April and the addendum that's in the agenda for consideration today is slightly different. As you know, we've been out landscaping. The scope of services changed slightly so this was revised to include the

mulch that is currently in the scope of service. The landscaper is currently maintaining it, so we would need the Board to approve this and back date it to April 1. They haven't billed us for it yet, but they will once it has been approved.

Mr. English: Have all the trees and everything that were planted along Whistling Straights, have you looked at those? I thought I saw a couple of pretty dead one's last week.

Mr. Scheerer: I haven't been out there this week. We did have some that were struggling due to some irrigation problems earlier, but we will take a look at them and get them resolved. I know that the original landscape contractor is coming out there to change some of the heads out and no cost to the District because the current heads that are in there aren't sufficiently providing enough water in those areas. I'll be out there as soon as this meeting is over.

Mr. Morgan: Great Alan. Thank you.

Mr. Scheerer: Yes sir.

Mr. Flint: As far as the form, do we want something other than their form to amend the contract?

Ms. Carpenter: I was going to ask you about that. If you could send over their final contract, we'll take a look and see if we need addendum to incorporate this or if we can do it by their form.

Mr. Flint: Are there any questions on the Addendum? If not, is there a motion to approve it?

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Addendum to Agreement with Down to Earth Landscape for Addition of Landscape Areas, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Lighting Agreement with Duke Energy

Mr. Flint: This item is regarding the streetlights. Alan, do you mind presenting this?

Mr. Scheerer: Yes I will. There are some additional streetlights within the community that need to be transferred over to the CDD. We worked with Tim Smith on these locations and verified that they are streetlights that are the responsibility of the CDD and we are just looking for approval.

Mr. Morgan: So all of these lights are going to the CDD, or just a portion of them?

Mr. Reid: All of them, Adam.

Mr. Morgan: Okay.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Lighting Agreement with Duke Energy, was ratified.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2020-04
Approving the Proposed Fiscal Year 2021
Budget and Setting a Public Hearing**

Mr. Flint: We are suggesting the date of August 3, 2020 at 11:30 at the Oasis Club for the public hearing, assuming we will be having regular in person meetings. If not, we'll make adjustments to this. Attached is Exhibit A, it is the proposed budget and it is based on the current per assessment amounts. It will be adjusted after June 1, 2020. The County is required to provide us with a preliminary assessment roll. Once we receive that, we'll adjust this to reflect platted and unplatted lots. Right now we've got everything in one line. I've also included the 150 units that are in Tract B which I don't believe are platted at this point. So, that's the difference between 1,120, and the 960 that are actually platted at this point. We will see the Administrative and Field budget reflected there totaling \$645,135. It does include an amend to capital reserve. Again, this is going to be adjusted once we true up our expenses to our platted and developed areas. This will be and can be modified between now and the public hearing if necessary. Any questions on the proposed budget?

Mr. Morgan: The landscape budget, does that include the modification that we just approved?

Mr. Flint: Yes, it does.

Mr. Morgan: And the streetlight budget, is that also part of what we just approved for Baxter?

Mr. Scheerer: Yes, we worked with Tim pretty extensively on the streetlights and coming up with costs for the streetlights. That does include Baxter as well.

Mr. Morgan: I thought the bill we just approved was for like \$85,000 and I see \$70,000 for streetlights. I was just curious where the variance is.

Mr. Flint: Part of what you just approved included the capital costs which the District doesn't pay. You are only approving the ongoing monthly rental and energy costs.

Mr. Morgan: Alright.

Mr. Flint: Any other questions? If not, is there a motion to approve the resolution?

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, the Resolution 2020-04 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing for August 3, 2020 at 11:30 a.m. at the Oasis Club at ChampionsGate, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Jan?

Ms. Carpenter: We don't have anything special to report this month.

B. Engineer

Mr. Flint: Dave, do you have anything?

Mr. Reid: I don't have anything this month either.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: We have the check register for January 27th through April 27th totaling \$181,253.94. Were there any questions on the check register? If not, is there a motion to approve it?

On MOTION by Mr. Register seconded by Mr. Morgan, with all in favor, the Check Register totaling \$181,253.94, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials through March 31st. There is no action required. If there any questions on the financials we can discuss them. Hearing none,

iii. Designation of November 2, 2020 as Landowners' Meeting Date

Mr. Flint: We need to designate the Landowner meeting date. You can see that we including November 2, 2020 as the Landowner date. We've also included a sample of instructions and agenda as well as the Landowner proxy forms.

On MOTION by Mr. Morgan, seconded by Mr. Register, with all in favor, Designating November 2, 2020 as the Landowners' Meeting Date, was approved.

iv. Presentation of Number of Registered Voters – 207

Mr. Flint: We are required to announce the number of registered voters as of April 15th of each year. You can see as of April 15th the Supervisor of Elections indicates there are 207 registered voters. Once the District hits 250, the five member Board will begin to transition to a General Election process. This District was originally created in 2016, so in 2022 the first two seats will transition to General Election and then in 2024 the next two seats will transition. There is no action required on that.

TENTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS**Supervisor's Requests**

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