

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 5, 2023 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
Rob Bonin <i>by phone</i>	Vice Chairman
Logan Lantrip	Assistant Secretary
Jarred Cornell	Assistant Secretary
Barry Bichard	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Amanda Udstad	District Engineer
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

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

Mr. Flint: We have four Board members here and one on the phone constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We just have Board members and staff here.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of Individuals to Fulfill Vacancies in Seats #3 & #4

Mr. Flint: We have two seats, seats #3 and #4 that transition to general election that has to be kept on here until such time as a general elector is appointed. I am going to start reaching out to a couple of the Board members on the other one to see if they have any recommendations so we are getting good people on there early.

Mr. Morgan: Which seats are #3 and #4?

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Mr. Flint: #3 is Rob and #4 is Logan. We can do musical chairs and move people around if there are certain people that want to get off or stay on. We will defer action on that at this time.

B. Administration of Oaths of Office to Newly Appointed Board Members

C. Election of Officers

D. Consideration of Resolution 2023-09 Electing Officers

Items 3A-D were tabled to a future meeting.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 1, 2023 Meeting

Mr. Flint: The next item is approval of your May 1, 2023 meeting minutes. Did the Board have any comments or corrections?

Mr. Morgan: They all look accurate.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Minutes of the May 1, 2023 Board of Supervisors Meeting, were approved, as presented.

FIFTH ORDER OF BUSINESS

Consideration of Interlocal Agreement with Stoneybrook South CDD

Mr. Flint: This is a proposed interlocal through the CDD and Stoneybrook South CDD where the maintenance cost would basically be pulled and then allocated back out based on units which from an assessment perspective, if you look at it as one community, it is a more equitable way to allocate the costs. Right now, the assessment levels per unit are the same in both CDD's. What is happening, the original CDD, they were looking at a significant increase in their per unit amounts. The other CDD could have looked at reducing theirs if they wanted too but the goal is to keep them the same. It makes sense that they are the same because everyone is sharing the use of the same infrastructure. This interlocal allows both Districts to basically do that. This was approved by the other CDD's.

Mr. Morgan: Who is the attorney?

Mr. Flint: That is the attorney for Stoneybrook South. He is with Straley Robin which they still have the original law firm.

Mr. Morgan: From when that CDD was first formed?

Mr. Flint: When we were hired on both, they switched the new one to Jan and Kristen but they kept the old law firm. I think Kristen you prepared the agreement and he just reviewed it.

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Ms. Trucco: On the way here, he responded saying he reviewed it and did not have any comments. It looked good. Like George said, the other Board has already approved it. I have drafted it so I am comfortable with it. There is an option if one day 10 years from now if it no longer makes sense to continue this, there is an option to terminate it as well.

Mr. Flint: It has a long lead time on the termination but with something like this you need that. It is 12 months lead time.

Ms. Trucco: It would require mediation before you could unilaterally terminate it with 12-month notice. You would have to transition things if it were to be terminated.

Mr. Morgan: This is just for as we determine their needs to be an interlocal agreement like for landscaping and not for everything.

Mr. Flint: It is for all of the maintenance costs so when we get to the revised proposed budget item seven, I will show you the table on how this works. Assuming you approve this, we have prepared a revised budget that shows how it would be implemented.

Ms. Trucco: Hopefully it will allow you to save on some administrative costs.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Interlocal Agreement with Stoneybrook South CDD, was approved.

SIXTH ORDER OF BUSINESS

Presentation of Joint Landscape RFP 2023-01 Responses and Selection of Vendor to Provide Landscape Maintenance Services

Mr. Flint: A few years ago, we did a joint RFP with the HOAs, Lennar, both CDDs, and Down to Earth was selected. We recently went through that same process again and we received six responses. This was a sealed bid process. For the CDD, we have to comply with some statutory bidding requirements which require a sealed bid and ad in the paper. We did all of that. We issued the RFP on April 19th. We had a mandatory pre-bid conference on May 1st and then the bids were due on May 19th. You can see the first page is the cost summary. There are schedules A through E that they had to provide this to summarize the bottom line from each of those schedules by contractor. The prices range from \$187,000 for Floralawn to BrightView at \$286,000.

Mr. Morgan: Down 2 Earth refused to give a budget for bedding plants?

Mr. Flint: They did not provide the detail. Whether they build it into one of their other numbers or not, is not clear.

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Mr. Morgan: They should have more information about this place than anybody else.

Mr. Flint: There are a lot of people that are not there anymore that were there the last time it was bid.

Mr. Scheerer: They lost a lot of their people.

Mr. Morgan: I just walked the pool deck with a guy from Down to Earth about trimming palms and putting in more color. I am amazed to see that. Floralawn is considerably less. Have we checked to make sure they are up to snuff?

Mr. Flint: Yes, we have reviewed the numbers and are comfortable with the numbers.

Mr. Morgan: That is great if we think they can do the job for that amount.

Mr. Flint: That remains to be seen. They have demonstrated in other communities that they can perform.

Mr. Morgan: Does staff have a recommendation?

Mr. Flint: If you look, we have prepared a recommended ranking. You can see the criteria across the top and the points that are assigned to each and then we went through each contractor on each criterion. We ranked Floralawn one, Yellow Stone two, and Down to Earth three. On the other one, I think United Land was three.

Mr. Morgan: Floralawn has staff recommendations across the board.

Mr. Flint: If the Board is comfortable with staff rankings, you can make a motion to adopt staff rankings, you can prepare your own rankings, however you want to handle that. Ultimately, they are your rankings whether you choose to accept ours or develop your own.

Mr. Bichard: I am in the same boat and I believe it looks like it is put together with a fair comparison. I am always skeptical when the low numbers are that much different but they are well known.

Mr. Morgan: You said the other CDD has already accepted staff recommendations:

Mr. Flint: Yes, they ranked Floralawn number one.

Mr. Morgan: Do HOAs use Floralawn too?

Mr. Flint: Yes, to my understanding.

Mr. Morgan: Let's go with staff recommendations.

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On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Joint Landscape RFP 2023-01 Consensus Ranking and Selection of Floralawn, Inc. to Provide Landscape Maintenance Services, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Revised Fiscal Year 2024 Proposed Budget

Mr. Flint: As a result of the interlocal that you approved; we have prepared a revised budget. This does not incorporate Floralawn’s numbers into this because we did not want to presume that you were going to select a certain firm. When we put this together, we kept numbers in here but I will walk you through. Admin is not impacted by the interlocal. The operation and maintenance section is impacted so all of those costs with the exception of the transfer out to capital reserve are under the interlocal and allocated between both Districts. At the bottom of the next page, you see this table and it shows you the \$1,600,000 combined maintenance cost and then they are allocated 47% to Stoneybrook South and 53% to Stoneybrook South at ChampionsGate.

Mr. Morgan: So, we took the higher percentage because we have more units?

Mr. Flint: Correct. It is based on units so that is how the budget is set up. The only caveat is now that you have selected Floralawn, what you can do is increase your transfer out from \$27,000 to \$91,944.

Mr. Morgan: Transfer out into the reserve?

Mr. Flint: Correct. The cost savings allow you to transfer about another \$60,000 to your capital reserve.

Mr. Morgan: That is a good thing.

Mr. Flint: The \$27,068 which is on here will be increased to \$91,944. Basically, the landscape maintenance goes down by the same amount \$60,000.

Mr. Morgan: Do we have to take any action on this?

Mr. Flint: Yes, what I would ask the Board to do is approve the revised proposed budget subject to incorporating Floralawn’s numbers.

On MOTION by Mr. Morgan, seconded by Mr. Cornell, with all in favor, the Revised Fiscal Year 2024 Proposed Budget subject to incorporating Floralawn, was approved.

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EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-08 Designating Assistant Treasurer of the District

Mr. Flint: This is a resolution designating Darrin Mossing, Sr. as an Assistant Treasurer. He is the majority shareholder at GMS and we are making him an Assistant Treasurer on all of our Districts just in the event we have turnover in our accounting group or something like that and he needs to step in and assist with bank accounts.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Resolution 2023-08 Designating Darrin Mossing, Sr. Assistant Treasurer of the District, was approved.

NINTH ORDER OF BUISNESS

Staff Reports

A. Attorney

Mr. Flint: Anything, Kristen?

Ms. Trucco: No real updates. We are just moving forward with the lift station conveyance right now to Tohopekaliga Water Authority, working with Barry on that and that is moving along.

Mr. Flint: Do you want to mention the ethics?

Ms. Trucco: Right now, there is a House Bill 199 that has been passed by both houses that would require CDD Board supervisors to undergo additional ethics training. We are waiting to see if it is signed by the governor into law. I will keep you updated on that but as I know it is at the governor's office. You may be seeing that.

Mr. Morgan: What is the house recommending that we do, like online training or something like that?

Mr. Flint: It is four hours of ethics training in which there are online options for doing that. There is a variety of different ways to meet the requirement.

Mr. Morgan: Do you just do it once and not per CDD right?

Mr. Flint: Right, just once. It has to be done annually.

Ms. Trucco: It is required right now by CDD Counsel making commissioners so the idea is that it would be proposed to CDD Board supervisors. It is on our radar.

B. Engineer

Mr. Flint: Anything from the Engineer?

Ms. Udstad: No.

C. District Manager's Report

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i. Approval of Check Register

Mr. Flint: You have approval of the check register from April 24th through May 30th for \$37,410.73. Are there any questions, if not is there a motion to approve it?

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

ii. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials. There is no action required but if the Board has any questions, we can discuss those.

Mr. Morgan: Do we have any construction funds? It keeps changing from page to page.

Mr. Flint: Yes, we have \$3,900,000.

Mr. Morgan: We certainly have some stuff that we can use that up on don't we. We need to get with the engineer.

iii. Presentation of Series 2019 Arbitrage Rebate Calculation Report

Mr. Flint: This is in your agenda. There is negative rebatable arbitrage which is good so any questions, we can discuss otherwise ask for a motion to accept the report.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Series 2019 Arbitrage Rebate Calculation Report, was approved.

iv. Presentation of Number of Registered Voters – 579

Mr. Flint: As of April 15th, we have 579 registered voters in the District. The CDD already tripped the transition to general election in 2022 so in 2024 an additional two seats will transition and in 2026 the last seat. The landowner will lose control of the Board basically in November of next year.

v. Form 1: Statement of Financial Interests Filing Deadline Reminder – Due July 1st

Mr. Flint: Just a reminder that you should have received Form 1 from the Supervisor of Elections. They normally mail them out by June 1 and it is due July 1st.

Mr. Morgan: I have not received mine.

Mr. Bichard: I got mine. I went there to fill it out and turn it in but they said I don't need to do it since I already did it last year.

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Mr. Morgan: You can go online to get the form.

Mr. Flint: We will email a PDF to you guys and you can file the PDF by email.

TENTH ORDER OF BUISNESS

Other Business

A. Discussion of Pending Plat Conveyances

B. Status of Permit Transfers

Mr. Flint: There are some conveyances that if Kristen is okay that I would like the Board to authorize the Chair. It is a time sensitive issue.

Ms. Trucco: It would just be one tract platted as being owned and maintained by the CDD. It is my understanding that it has been mostly cleanup work but I have to review the email that you had forwarded from Michelle. Ideally, we would be looking for a motion to delegate authority to the Chairman to execute conveyance documents after they have been approved by District Counsel and District Engineer and then of course we will bring them back to the Board for ratification. As part of our conveyance process, we undergo a title search also to make sure that there is no encumbrances or outstanding taxes on the property so there are due diligent items that Counsel goes through to authorize a deed to be recorded.

Mr. Flint: These are tracts that are still being shown as owned by Lennar that need to be officially conveyed in the CDD.

Mr. Flint: Any permits or anything we need to talk about?

Mr. Flint: We are waiting on a lift station and some landscaping. Alan, any Field Manager Report?

Mr. Scheerer: No, we are good. We are just looking at the concrete dumped on St. Augustine grass and seeing how that recovers.

On MOTION by Mr. Bichard, seconded by Mr. Lantrip, with all in favor, Authorizing the Chair to handle the pending plat conveyances and execute necessary documents on behalf of the District, was approved.

ELEVENTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Mr. Flint: Is there a motion to adjourn?

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

DocuSigned by:

George Flint

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Secretary/Assistant Secretary

DocuSigned by:

Adam Morgan

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Chairman/Vice Chairman