

**SOUTH FORK EAST
COMMUNITY DEVELOPMENT DISTRICT**

May 24, 2018 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors of the South Fork East Community Development District was held on **Thursday, May 24, 2018 at 6:00 p.m.** at the Christ the King Lutheran Church, located at 11421 Big Bend Road, Riverview, Florida 33579.

1. PLEDGE OF ALLEGIANCE

Supervisor Bounds led The Pledge of Allegiance.

2. CALL TO ORDER

Supervisor Bounds called the Regular Meeting of the Board of Supervisors of the South Fork East Community Development District to order on **Thursday, May 24, 2018 at 6:05 p.m.** and identified the Board Members present.

Board Members Present and Constituting a Quorum at the onset of the meeting:

Harry Bounds	Chairman
Carole Schaller	Vice Chairman
Karen Gagliardi	Supervisor
Hope Brisette	Supervisor
Laura Green	Supervisor

Staff Members Present:

Debby Nussel	Meritus
Vivek Babbar	District Counsel
Travis Chatman	Onsite Staff
Fred Vandercook	Division President, KB Homes

There were approximately 16 residents in attendance.

3. AUDIENCE QUESTIONS AND COMMENTS

A resident commented about an issue at the pool on Sunday, May 6 at 5:00 p.m. The resident felt that someone needs to be at the pool at all times monitoring, especially on the weekends. Mr. Chatman did suspend the card. It was a stolen card. The resident also commented about having solar power at the amenity center and the government giving grants for solar until the end of the year.

Residents also commented about the fence area behind Artesa Bell Drive, being attacked by an unleashed dog, the water fountain pressure and holes at the dog park on Ambleside Drive, community

48 park sprinkler times, pond trash and midge flies issues, the playground missing stacks around the
49 mulch, missing pond signs at some ponds, sidewalk damage along the main boulevard, and that about
50 80% of the pond plantings from last year behind Artesa died.

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53 **4. VENDOR AND STAFF REPORTS**

54 **A. Discussion with KB Homes on Conveyance of Property**

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56 Mr. Babbar introduced Fred Vandercook, the Division President at KB Homes. Mr. Babbar went over
57 the conveyance of common area property from the developers to the CDD. The developer would like
58 to convey Tracts A, B, and E in Phase I and Tract F in Phase II to the CDD now. The CDD already
59 maintains the stormwater ponds. The developers would retain Tract C and D, which are parallel to
60 Ambleside, at this point, as they are still marketing and selling homes. They would continue to
61 maintain Tracts C and D until 30-45 days after they sell their lost lot, at which point Tracts C and D
62 would also be conveyed to the CDD.

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64 The Board asked some questions about landscaping and maintenance on the tracts. Mr. Vandercook
65 and Mr. Babbar answered.

66

67 *The full discussion is available on audio recording.*

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69	MOTION TO:	Approve the acceptance of the tracts as presented, subject
70		to a deed acceptable to Counsel, as well as providing KB
71		homes with a receipt for potential damage done as well as
72		backup, and consideration of accepting the future tracts
73		when they are ready to be transferred to the District.
74	MADE BY:	Supervisor Gagliardi
75	SECONDED BY:	Supervisor Brisette
76	DISCUSSION:	None further
77	RESULT:	Called to Vote: Motion PASSED
78		5/0 – Motion passed unanimously

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80 *Mr. Vandercook left the meeting.*

81

82 **B. District Counsel**

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84 Mr. Babbar went over the property that was owned by HDP that should have been conveyed to the
85 District. It was conveyed to the District in 2018; the Property Appraiser's site just needs to be updated.
86 Mr. Babbar will work with the Property Appraiser to make sure the site reflects the conveyance.

87

88 Mr. Babbar then went over the encroachment agreement with the resident in The Reserve. This was
89 in reference to landscaping and irrigation that was installed on CDD property adjacent to the pond on
90 Drifting Leaf Drive. The homeowner wants to install a fence, and the fence would go onto CDD
91 property towards the pond bank. The Board and Mr. Babbar discussed the request. They were worried
92 about setting a precedence and the CDD landscapers not having access to the pond. Mr. Babbar
93 clarified that the pool that the homeowner is putting in, as represented by the homeowner, is going in

94 on the homeowner's property, but the fence would encroach on CDD property 6-8 feet towards the
95 pond. The Board discussed how this was farther onto CDD property than the case of the builder-
96 installed fences that encroached about 2 feet onto CDD property. Mr. Babbar clarified that the
97 authorization the Board gave at the previous meeting for the encroachment agreement for the
98 landscaping and irrigation was contingent on the District Engineer's and Counsel's approval. The
99 Board, Mr. Babbar, and Mrs. Nussel continued to discuss the encroachment issue with the
100 homeowner's landscaping, irrigation, and proposed fence.

101
102 *The full discussion is available on audio recording.*

103
104 The Board agreed that they do not think the fence encroachment should be approved, and they also
105 want more information from the District Engineer on how far on CDD property the irrigation and
106 landscaping is encroaching.

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108 **C. District Engineer**

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111 **5. BUSINESS ITEMS**

112 **A. Consideration of Resolution 2018-03; Approving Fiscal Year 2019 Proposed**
113 **Budget & Setting Public Hearing**

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115 Mrs. Nussel went over the resolution. She stated that the public hearing would be held on Thursday,
116 August 23, 2018 at 6:00 pm at the same location. Mrs. Nussel went over each line item by total with
117 the Board. Mrs. Nussel went over the assessment increase. The Board discussed the increase and if it
118 is necessary or if they can cut some expenses. Supervisor Bounds gave some examples for the increase
119 in assessment each month and year. Supervisor Green went over the numbers in depth for each line
120 item number. Supervisor Green also looked at the past budget and financials to make sure the numbers
121 that were proposed were in line.

122
123 The Board took resident comments on the budget. The Board and residents discussed the budget at
124 length and the different ways they could save money. The Board would like to have the revenue
125 shown if they did the increase as presented. They also discussed what they could do over the next
126 couple of months to look over the budget to get the number down.

MOTION TO:	Approve Resolution 2018-03 as presented.
MADE BY:	Supervisor Schaller
SECONDED BY:	Supervisor Brisette
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Supervisor Gagliardi abstained.

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135 **B. Annual Disclosure of Qualified Electors**

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137 Mrs. Nussel announced that as of April 15, 2018 South Fork East CDD had 2,106 qualified electors.
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140 **C. 2018 Elections Process**

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142 Mrs. Nussel went over the elections process with the Board and residents. She stated that South Fork
143 East CDD has 3 seats up for election—Seats 1, 3 and 4.
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145 **D. Consideration of Resolution 2018-04; General Elections, November 2018**

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147 Mrs. Nussel went over the resolution with the Board.
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MOTION TO:	Approve Resolution 2018-04.
MADE BY:	Supervisor Green
SECONDED BY:	Supervisor Brisette
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

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156 **E. Consideration of Resolution 2018-05; Re-Designating Officers**

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158 The Board discussed re-designating officers and wanted to leave the officers as is.
159

MOTION TO:	Approve Resolution 2018-05 and leave everything as it is and add Supervisor Green as an Assistant Secretary.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Gagliardi
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

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168 **F. Discussion on Gate Option Proposal**

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170 Supervisor Bounds went over the District Engineer’s memo and the cost of the gate for the pool
171 parking lot. The Board discussed the two different gates and two different locations. The Board
172 discussed the cost and if they should wait until next year. The Board agreed to hold off until the cost
173 is added into the budget.
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175 **G. General Matters of the District**

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178 **6. CONSENT AGENDA**

179 **A. Consideration of Board of Supervisors Meeting Minutes April 26, 2018**

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181 The Board agreed to table their review of the meeting minutes to the next month’s meeting.
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184 **B. Consideration of Operations and Maintenance Expenditures April 2018**

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186 The Board went over the O&Ms. Supervisor Brisette asked about the Felix Will irrigation invoice.
187 Mrs. Nussel will check with LMP to see what is going on with the irrigation there. Supervisor
188 Gagliardi asked for more description for the breakdown for postage. She also asked about the
189 TECO credit and annual disclosure agreement invoice.

191	MOTION TO:	Approve the April 2018 O&Ms.
192	MADE BY:	Supervisor Gagliardi
193	SECONDED BY:	Supervisor Schaller
194	DISCUSSION:	None further
195	RESULT:	Called to Vote: Motion PASSED
196		5/0 – Motion Passed Unanimously

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198 **C. Review of Financial Statements Month Ending April 30, 2018**

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200 The Board agreed to table the rest of the agenda until the next meeting.

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203 **7. ADJOURNMENT**

204	MOTION TO:	Adjourn.
205	MADE BY:	Supervisor Brisette
206	SECONDED BY:	Supervisor Gagliardi
207	DISCUSSION:	None further
208	RESULT:	Called to Vote: Motion PASSED
209		5/0 – Motion Passed Unanimously

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228 **Please note the entire meeting is available on disc.*

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230 **These minutes were done in a summary format.*

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232 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
233 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
234 *including the testimony and evidence upon which such appeal is to be based.*

235

236 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
237 meeting held on 6-26-2018.

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239 _____

240 Signature

241 Harry Bounds
242 _____

243 Printed Name

244

245 Title:

- 246 Chair
247 Vice Chair

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238 
239 _____

240 Signature

241 Debby Nussel
242 _____

243 Printed Name

245 Title:

- 246 Secretary
247 Assistant Secretary

Recorded by Records Administrator

249 
250 _____

251 Signature

252 June 26, 2018
253 _____

254 Date