

**SOUTH FORK EAST
COMMUNITY DEVELOPMENT DISTRICT**

June 28, 2018 Minutes of Regular Meeting

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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, June 28, 2018 at 6:00 p.m.** at 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, June 28, 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, District Manager
Vivek Babbar	Straley Robin Vericker, District Counsel
Travis Chatman	Onsite Staff

There were approximately six residents in attendance.

3. AUDIENCE QUESTIONS AND COMMENTS

Hillsborough County Code Enforcement handed out a brochure of the top ten ways to help your neighborhood flourish. They explained what areas they handle and how long they need to give for the homeowner to correct the violation. They also went over how residents can contact them for a violation concern. Code Enforcement then took resident and Board questions.

45 **4. VENDOR AND STAFF REPORTS**

- 46 **A. District Counsel**
47 **B. District Engineer**
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49 There were no reports from Counsel or the Engineer at this time.
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52 **5. BUSINESS ITEMS**

53 **A. Discussion on the Proposed Fiscal Year 2019 Budget**
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55 The Board reviewed the proposed budget. They discussed the cabana staff line item and having a full-
56 time and a part-time person. The Board wanted to make sure that someone is always at the pool. The
57 Board discussed ways to save money to help with the budget and not having District Counsel at every
58 meeting. They looked over the different line items and ways to save money; they also discussed
59 creating different reserve line items or just having one undesignated reserve line item. Mrs. Nussel
60 will project out how much money the District will have left at the end of the year. The Board then
61 discussed having a handyman onsite to help with minor repairs. They continued to discuss staffing
62 for the District at length. Mrs. Nussel will make some calls for a handyman to see if there is anyone
63 interested. Supervisor Green suggested taking District Engineer down to \$7,500, wall maintenance to
64 \$1,000, annuals to \$16,000, landscape replacement to \$6,500, and to take capital improvements out
65 and move that money to reserve line item. The Board agreed. The Board then discussed cutting back
66 the amount of annuals each year.
67

68 **B. General Matters of the District**
69
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71 **6. CONSENT AGENDA**

72 **A. Consideration of Board of Supervisors Meeting Minutes April 26, 2018**
73

74 The Board reviewed the minutes.
75

MOTION TO:	Approve the April 26, 2018 minutes as presented.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Green
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

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83 **B. Consideration of Board of Supervisors Meeting Minutes May 24, 2018**
84

85 The Board reviewed the minutes and noted some changes. On line 42, it should be “time monitoring.”
86 On line 142, “Mrs. Nussel went over” should be added. On line 78, “Supervisor Gagliardi abstained”
87 should be taken out. Also, sections 7 and 8 should be removed.
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MOTION TO:	Approve the May 24, 2018 minutes with changes as discussed.
MADE BY:	Supervisor Gagliardi
SECONDED BY:	Supervisor Brisette
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

C. Consideration of Operations and Maintenance Expenditures May 2018

The Board went over the O&Ms. Supervisor Green asked to put credits separate on the spreadsheet. It was also noted that the invoice for LMP for \$3,250.32 was not in meeting book, and the District Engineer invoice for Ms. Whitefield time seemed high. Supervisor Green asked about the water invoice and wanted to see the TECO contact and the irrigation map with locations. Supervisor Gagliardi said that the Meritus SunTrust fee needs backup and asked about the District Engineer and legal invoices. She also noted that the irrigation map and monthly LMP fees and cost reports were not in the book, and the LMP maps were not included with the invoices.

MOTION TO:	Approve the May 2018 O&Ms.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Schaller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

C. Review of Financial Statements Month Ending May 31, 2018

The financials were reviewed and accepted. Supervisor Green requested to ask TECO if the CDD can get the deposit back. She also requested to ask SunTrust if they will pay bills online and mail out the checks themselves.

- 7. MANAGEMENT REPORTS**
 - A. District Manager**
 - 1. Staff Task List**
 - 2. Field Manager’s Report**
 - 3. Aquatics Reports**
 - B. On-Site Manager’s Report**

Mrs. Nussel went over the reports with the Board.
Mr. Chatman stated he will need 20 stakes for the playground.

134 **8. SUPERVISOR REQUESTS**

135
136 Supervisor Gagliardi went over the YMCA swim lessons the Neighborhood Watch wanted to offer
137 at the CDD pool in August. The Board discussed the swim lessons.

139	MOTION TO:	Accept YMCA free swim lessons for the South Fork East
140		residents.
141	MADE BY:	Supervisor Gagliardi
142	SECONDED BY:	Supervisor Schaller
143	DISCUSSION:	None further
144	RESULT:	Called to Vote: Motion PASSED
145		5/0 – Motion Passed Unanimously

146
147 Supervisor Gagliardi read a letter about the Jerry Craig case. The Board discussed this issue.

148
149 *The full discussion is available on audio recording.*

150
151 Supervisor Gagliardi asked about the old LMP invoice for TECO damage and if the CDD was able
152 to get credit. She also wanted banking options to be put on the agenda, another sign added for towing,
153 for LMP to clean up Ibis Cove around the perimeter, and fence encroachment in Stillwater. Supervisor
154 Gagliardi also mentioned volunteer insurance and if the Garden Club could help in the community.

155
156 Supervisor Schaller asked about the fence on Drifting Leaf. Supervisor Bounds gave the Board the
157 update. The Board discussed this item and said they only gave approval for the fence. Supervisor
158 Brisette was contacted by a homeowner who stated that pavers had been installed on CDD property.
159 The Board would like to revisit the issue if that is indeed the case. Supervisor Brisette will look into
160 it.

161
162 Supervisor Schaller also asked about the ADA lift at the pool and who can use it. Supervisor Bounds
163 stated the rule for using the lift at the pool. Supervisor Schaller wanted to see the rules for the ADA
164 lift at the pool, and Supervisor Bounds stated that he will look into this and get a copy of the rules for
165 the pool.

166
167 Supervisor Gagliardi asked how the discussion was going regarding the sharing of amenities with
168 South Fork II.

169
170 Mr. Chatman went over his report and updated the Board about activities and summer help.

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172 **9. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Schaller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion Passed Unanimously

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

182

183 *These minutes were done in a summary format.

184

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

188

189 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting
190 held on 7-26-18.

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193 Signature

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196 Printed Name

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198 Title:

199 Chair

200 Vice Chair

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 Signature
 Harry Brunds

 Printed Name

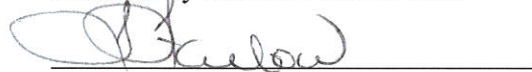


 Signature
 Dubby Nussel

 Printed Name

Title:
 Secretary
 Assistant Secretary

Recorded by Records Administrator



 Signature

7-27-18

 Date

