

SOUTH FORK EAST
COMMUNITY DEVELOPMENT DISTRICT

September 27, 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, September 27, 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

The Pledge of Allegiance was recited.

2. CALL TO ORDER

Carole Schaller called the Regular Meeting of the Board of Supervisors of the South Fork East Community Development District to order on Thursday, September 27, 2018 at 6:00 p.m. and identified the Board Members present.

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

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

Staff Members Present:

Nicole Hicks	Meritus, District Manager
Vivek Babbar	District Counsel, Straley Robin Vericker
Thaddeus Moss	Onsite Staff

There were approximately eight residents in attendance.

3. AUDIENCE QUESTIONS AND COMMENTS

A resident who lives at 13912 Windy Knoll Drive said that the area behind their home is the CDD's responsibility and is not being maintained. They would like for an update on the maintenance of that area and provided their number for management to contact them about it.

Residents who live in the Reserves at 11424 Drifting Leaf Drive were concerned that the grass around the ponds is not being maintained. They said that the landscapers are also dumping trimmings into the pond. The residents have been corresponding with Meritus. The Board would like for the correspondence and information to be forwarded to them. The residents also provided their contact information so that they can be updated on the matter.

48 There was a question about the umbrellas at the pool and whether they have been ordered yet. The
49 Board discussed and decided that they do not want them ordered yet and should check with Mr.
50 Moss. If Mr. Moss's plan doesn't work, then the Board would like for the umbrellas to be ordered.

51
52 There was a question regarding the fiscal year 2019 budget. Supervisor Schaller said the budget had
53 been approved, and she explained the increase.

54
55 Supervisor Schaller said she had contacted Mrs. Nussel about residents having work done to their
56 home. The workers took grass, dirt, and debris and dumped it in the pond. Supervisor Schaller
57 would like to know what the outcome was and what was done about the issue.

58
59 Supervisor Gagliardi said that the neighborhood watch signs need to be put back up at no cost to the
60 district. She also said that the signs were not illegal and should not have been removed.

61
62 The Board then discussed the playground. There was a question as to whether IOA is still willing to
63 cover \$15,000 toward the playground. Supervisor Gagliardi asked how a decision was made to
64 change insurance companies. Ms. Hicks explained that Egis specializes in CDDs, and there was a
65 reduction in the premium with additional coverage. Supervisor Gagliardi said the decision should
66 have been brought to the Board. The Board continued to discuss the playground. They talked about
67 the communications that were made and what the outcome was. There was also some discussion on
68 the removal of the old playground equipment and when the damage occurred. The Board would like
69 information as to when the incident occurred and if a claim was filed. If a claim was filed and
70 denied, the Board would like to see the reason the claim was denied. Ms. Hicks said Mrs. Nussel
71 would get back to the Board by the end of the week of October 8th.

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74 **4. VENDOR AND STAFF REPORTS**

- 75 **A. District Counsel**
- 76 **B. District Engineer**

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79 **5. BUSINESS ITEMS**

- 80 **A. Discussion on Pool Playground**

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82 The Board agreed that they already talked enough about this topic and will wait for an update from
83 Mrs. Nussel.

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- 85 **B. Discussion on Request for Proposals (RFP) for Landscaping**

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87 Supervisor Schaller said she liked the sample that was provided. Ms. Hicks asked Mr. Babbar if
88 they can use the sample. Mr. Babbar said that it was copyrighted and would have to be modified.
89 Mr. Babbar said the scope is what needs to be tightened. Supervisor Gagliardi said they need to
90 include the District map. Mr. Babbar said he can get a copy back to the Board in two weeks. They
91 will request sealed bids, and the RFP should be an agenda item for the next month. The Board
92 discussed possibly having a workshop once the bids are received to discuss them further.

93

94 The Board then had a discussion about the crushed pipe. Mr. Babbar said this is a District Engineer
95 item. The Board discussed further and decided they would like for Mr. Chang to continue to do his
96 investigation. The Board would like to know who is responsible. They also wanted for Mr. Chang to
97 go ahead and get proposals.

98
99 **C. General Matters of the District**

100
101 The Board discussed the proposal for tree removal. They wanted to get two additional proposals for
102 the tree removal. Moving forward, the Board would like three proposals for all of this type of work.
103 The Board discussed how they would like to proceed.

105	MOTION TO:	For management to obtain two additional proposals to
106		include a stump grind and removal with a max amount of
107		\$4,350 and allow Supervisor Bounds to approve it outside
108		of a meeting.
109	MADE BY:	Supervisor Schaller
110	SECONDED BY:	Supervisor Gagliardi
111	DISCUSSION:	None further
112	RESULT:	Called to Vote: Motion PASSED
113		4/0 – Motion passed unanimously.

114
115 The Board asked about the \$140 reimbursement from South Fork III. Ms. Hicks said it had been
116 approved. Supervisor Schaller wanted to look at water consumption from work being done in the
117 area.

118
119 The Board discussed the work that is being done off of the main boulevard. Mr. Roberts will
120 provide an update with a timeframe as to when work will be completed. Supervisor Gagliardi asked
121 if they would install lights at the Enclave.

122
123 The Board then discussed holiday pay.

125	MOTION TO:	Set up straight pay, so if the holiday is on a regular
126		working day and the employee is off, the employee will
127		receive regular pay, and if the employee is working on a
128		holiday, then there is time and a half pay that needs to be
129		approved by the Board, and have it apply to full-time
130		employees only.
131	MADE BY:	Supervisor Green
132	SECONDED BY:	Supervisor Gagliardi
133	DISCUSSION:	None further
134	RESULT:	Called to Vote: Motion PASSED
135		4/0 – Motion passed unanimously.

136
137 The Board reviewed the camera proposal. Supervisor Schaller said she thinks the cameras need to
138 be replaced because they are outdated, and this would give leverage if there is an incident at the

139 amenity. Supervisor Schaller said the recommendation was to rent the cameras, because if
140 something goes wrong, they will repair the cameras and can update them at any time. Mr. Moss
141 provided some additional information and needs to find out how long they will archive. The Board
142 would like for the vendor to attend the next meeting. Mr. Moss will see if they can do a wireless
143 camera at the playground.

144
145 The Board discussed ADA website compliance and would like for it to be an agenda item at next
146 month's meeting. They would like a copy of the proposals received. They want to make sure that
147 the company can guarantee ADA compliance. They also want to know if it will still work with
148 changes that need to be made. The Board would like at least three proposals. They would also like
149 screen shots of what the new site would look like.

150
151 The Board stated that they would like a discussion on changing banks on the next agenda. The
152 Board would also like an agenda item for next month to meet the candidates running for the Board
153 seats and have management invite all of the candidates to the meeting.

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156 **6. CONSENT AGENDA**

157 **A. Consideration of Board of Supervisors Public Hearing & Meeting Minutes August**
158 **23, 2018**

159
160 The Board reviewed the minutes and noted changes to lines 44/45, 59, 80, 125, 145, 167, 228, and
161 233.

MOTION TO:	Approve the August 23, 2018 minutes with changes.
MADE BY:	Supervisor Green
SECONDED BY:	Supervisor Brisette
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

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170 **B. Consideration of Operations and Maintenance Expenditures August 2018**

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172 The Board reviewed the O&Ms. They requested back-up for the fees for online access to the
173 SunTrust account. There were questions about the fees for \$2.51 and \$18.42 in the bank statement
174 on page 98. There was another \$2.51 charge on page 101. The Board also asked about the Meritus
175 bill for \$37.48 and if Meritus paid for the drug test. The Board also asked about the water bill.

MOTION TO:	Approve the August 2018 O&Ms.
MADE BY:	Supervisor Schaller
SECONDED BY:	Supervisor Gagliardi
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed Unanimously

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184 **C. Review of Financial Statements Month Ending August 30, 2018**

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186 The financial statements were reviewed and accepted.
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189 **7. MANAGEMENT REPORTS**

190 **A. District Manager**

- 191 **1. Staff Task List**
192 **2. Field Manager's Report**
193 **3. Aquatics Reports**

194 **B. On-Site Manager's Report**
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196 Mr. Moss brought up the cleaning service and stated that he would like to discontinue it and have
197 onsite employees take care of cleaning. Mr. Moss said he would rather have the money allocated to
198 staff employees doing the work.
199

MOTION TO:	Eliminate the cleaning service and dedicate the money to pool staff for cleaning services.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Schaller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously.

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208 The Board then discussed the sharing of amenities with South Fork II. Supervisor Schaller made a
209 motion to have Supervisor Gagliardi take over the discussion with South Fork II. The Board
210 discussed and decided they would like an update from Supervisor Bounds prior to making a motion.
211 Supervisor Schaller rescinded her motion. They would like for this to be an agenda item for next
212 month's meeting.
213

214 The Board also discussed closing the solar light item.
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217 **8. SUPERVISOR REQUESTS**
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219 Supervisor Gagliardi asked how the hinges are working. She also said that LMP missed several ponds
220 in Ibis Cove.
221

222 Supervisor Schaller said they took down the gates at the park but still need to fill in the holes.
223

224 Supervisor Green asked if the banner had been ordered. Mr. Moss said that there is a banner at the
225 pool, and he will see if that is the banner Supervisor Green was inquiring about.
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228 **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
	4/0 – Motion passed unanimously.

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

239

240 *These minutes were done in a summary format.

241

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

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246 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting
247 held on 10-25-18.

248

249 
250 _____
251 Signature

252 Harry Bounds
253 _____
254 Printed Name

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255 Title:

- 256 Chair
257 Vice Chair

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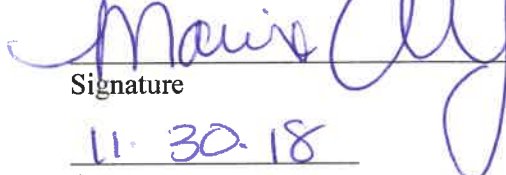
248 
249 _____
250 Signature

251 Debby Mussel
252 _____
253 Printed Name

254 Title:

- 255 Secretary
256 Assistant Secretary

Recorded by Records Administrator

259 
260 _____
261 Signature

262 11-30-18
263 _____
264 Date