

**SOUTH FORK EAST
COMMUNITY DEVELOPMENT DISTRICT**

October 25, 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, October 25, 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

Harry Bounds called the Regular Meeting of the Board of Supervisors of the South Fork East Community Development District to order on **Thursday, October 25, 2018 at 6:04 p.m.** and identified the Board Members present.

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

Harry Bounds	Chairman
Karen Gagliardi	Supervisor
Hope Brisette	Supervisor
Laura Green	Supervisor

Staff Members Present:

Debby Nussel	Meritus, District Manager
Vivek Babbar	District Counsel, Straley Robin Vericker
Thaddeus Moss	Onsite Manager

Jorge Ochoa	Johnson Controls
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There were approximately 14 residents in attendance.

3. AUDIENCE QUESTIONS AND COMMENTS

A resident commented about his missing signs in regards to staying off his grass. He said to please have them come over to talk to him and he will explain why he has the signs there.

Another resident stated that the Enclave area is having a horrible problem with midge flies and the Enclave landscape is not being maintained.

46 Mrs. Nussel provided an update on the Enclave landscaping, ponds, and work being done off of
47 Ambleside and Clement Pride. The Board would like to get LMP to give a cost estimate for work
48 off of the main boulevard.
49

50 A resident asked about the landscaping at the front of the Reserve at South Fork.
51

52 Another resident stated he is running for board and has been hearing residents' concerns, including
53 the playground problems at night, the tennis courts, when the playground at pool will be installed,
54 and doing pickleball at the basketball court.
55

56 A resident went over concerns with other residents' lawns. The Board stated that this is an HOA
57 issue, and the CDD will reach out to the HOA and let them know about the concerns. The houses
58 are on Graham Yarden.
59

60 A resident also went over being new to Florida and wanting more information about CDD.
61

62 Mrs. Nussel asked the Board if they would let Jorge Ochoa with Johnson Controls speak now. The
63 Board agreed. Mr. Ochoa spoke to the Board and residents about the camera proposal. He went over
64 the cameras in the proposal. The system has 30 days of recording. The Board and residents asked
65 questions about the camera system. The cost for the system is \$23,000, or it can be leased for \$699
66 a month. If leased, the system is maintenance-free. The lease is for 5 years. It is \$269 a month for
67 the maintenance contract if the District purchases the system. Mr. Babbar reminded the Board that
68 because the proposal is over \$5,000, a decision will need to wait until they have the full Board
69 present.
70

71 *Jorge Ochoa left the meeting.*
72
73

74 **4. VENDOR AND STAFF REPORTS**

75 **A. District Counsel** 76

77 Mr. Babbar followed up with the Board in regards to the Sunshine Laws and social media. Mr.
78 Babbar reminded the Board and potential candidates of the Sunshine Laws.
79

80 A resident asked about the drainage in the roads. The Board went over that the roads are owned by
81 the County.
82

83 **B. District Engineer** 84 85

86 **5. BUSINESS ITEMS**

87 **A. Meet the Candidates Running for Board Seats** 88

89 Mr. Babbar went over which seats are up for election and who is running.
90

91 Mrs. Nussel read Mona Dixon's email regarding why she is running for the Board and why she was
92 unable to attend this meeting.

93
94 Supervisor Brisette introduced herself and provided the history of the ways she has helped the
95 community and what she would like to see happen in the community.
96

97 Perry Strimpel introduced himself and stated that he felt Supervisor Brisette being on the HOA and
98 CDD is a conflict of interest. He also gave his work background and said he felt his experience
99 would benefit him being on the Board.

100

101 **B. Discussion on Changing Banks**

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103 Mr. Babbar went over the resolution with the Board. The Board discussed waiting for Supervisor
104 Schaller or moving forward. They agreed to move forward but ask Supervisor Schaller through
105 Meritus if she agrees. Supervisor Bounds reviewed the three banks. Each Board member expressed
106 each bank's pros and cons. The Board overall liked Chase Bank.

107

108 MOTION TO:	Approve Resolution 2019-01 with Chase Bank, pending 109 Supervisor Schaller's approval.
110 MADE BY:	Supervisor Brisette
111 SECONDED BY:	Supervisor Gagliardi
112 DISCUSSION:	None further
113 RESULT:	Called to Vote: Motion PASSED 114 4/0 – Motion passed unanimously.

115

116 **C. Discussion on RFP for Landscaping**

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118 Mr. Babbar went over the RFP package with the Board. He went over the scope of service, ranking,
119 and updating the maintenance map. He also went over that an irrigation audit would be in the scope.
120 However, there would be an additional one-time cost to repair any issues that were found that could
121 range from around \$5K-\$30K. The Board discussed the scope of service in detail. Mr. Babbar went
122 over that the invoices would be fixed monthly with the exception of annuals, mulch, and other
123 maintenance items like sprinkler heads that would only be billed when they are installed. Supervisor
124 Brisette mentioned making sure that the mowing frequency per season is more specific in the
125 contract instead of having just 42 times per year, as mowing is typically done less frequently during
126 the winter months. Mr. Babbar then went over the process and how the timeline works for the RFP.
127 The Board agreed to send any changes to Mr. Babbar and have the proposals at the January
128 meeting. Supervisor Gagliardi will sign off on the maintenance map and RFP package. The Board
129 agreed.

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MOTION TO:	Authorize staff to work on finalizing the RFP for landscaping to make a final presentation in the upcoming month before the November meeting so it can be reviewed one last time, and then unless there are any hold-ups, go ahead and have the newspaper run the ad in December so everything will be ready by the January meeting.
MADE BY:	Supervisor Brisette
SECONDED BY:	Supervisor Gagliardi
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously.

Supervisor Gagliardi provided an update on speaking with the County about the road and drain. The Board discussed their concerns about this issue and the County building the roads.

D. Discussion on ADA Compliance

Mr. Babbar went over the background of the website ADA Compliance lawsuits that are happening with other Districts. The Board discussed this issue and would like another more proposal so they would have three total proposals to review. Mrs. Nussel will reach out to the Insurance writer and ask them what the timeframe is to bring the website into ADA compliance.

E. Discussion on Proposal for Video Cameras – Pool

This item was tabled until the full Board is present. The Board would like to get two more proposals for the camera system.

F. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Board of Supervisors Meeting Minutes September 27, 2018

The Board reviewed the minutes. Supervisor Green asked about page 83 under General Matters of the District. She wanted to know if the tree motion was taken care of. Mrs. Nussel stated yes.

MOTION TO:	Approve the September 27, 2018 minutes.
MADE BY:	Supervisor Gagliardi
SECONDED BY:	Supervisor Brisette
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

176 **B. Consideration of Operations and Maintenance Expenditures September 2018**

177
178 The Board reviewed the O&Ms. Supervisor Green asked where the Frontier invoice for this month
179 is. Supervisor Green was very concerned about Latoya Whitefield's time on page 96 and would like
180 a breakdown. Supervisor Green asked about the TECO bills and credit on page 122. On Page 160,
181 the Board asked for supervisor names to be taken out on months where they did not attend the
182 meeting and therefore did not get paid. The Board asked about the Meritus invoice on page 196.
183 Supervisor Gagliardi asked about the invoice for drug testing on Page 197, to remind Carson to
184 include pictures of before and after with their invoices, and the Meritus postage invoice.

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

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193 **C. Review of Financial Statements Month Ending September 30, 2018**

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195 The financial statements were reviewed and accepted. Mrs. Nussel stated that these financials are
196 the end of the year totals for fiscal year 2018.

197
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199 **7. MANAGEMENT REPORTS**

200 **A. District Manager**

- 201 **1. Staff Task List**
- 202 **2. Field Manager's Report**
- 203 **3. Aquatics Reports**

204
205 Mrs. Nussel asked about paying the two LMP invoices for irrigation repairs. The Board stated yes,
206 go ahead and pay. Mrs. Nussel also asked the board about the wax myrtles proposal for behind
207 Drifting Leaf. The Board agreed not to remove the wax myrtles, but to make sure they are kept
208 trimmed. Mrs. Nussel then asked the Board about the homeowner email about the fence on CDD
209 property inside the Reserve at South Fork. The Board agreed this is an HOA issue and they are not
210 going to take any action.

211
212 Mrs. Nussel asked about the sharing the amenities with South Fork II. Supervisor Bounds asked
213 Supervisor Gagliardi if she would talk with South Fork II. Supervisor Gagliardi agreed.

214
215 **B. On-Site Manager's Report**

216
217 Mr. Moss updated the Board about how many pool cards are on file for the District. He reminded
218 the Board about how many people are allowed in the pool, per the pool permit. The Board discussed
219 briefly sharing the amenities with South Fork II and how it would work.

222 MOTION TO: Change Supervisor Bounds to Supervisor Gagliardi to
223 contact South Fork II about sharing amenities.
224 MADE BY: Supervisor Green
225 SECONDED BY: Supervisor Brisette
226 DISCUSSION: None further
227 RESULT: Called to Vote: Motion PASSED
228 4/0 – Motion passed unanimously.

229
230 The Board discussed Pond 26 and the information they received from Josh McGarry with Aquatic
231 Systems. Supervisor Bounds went over the email and proposal from Josh McGarry.

232
233 MOTION TO: Approve with a not to exceed of \$2,500.
234 MADE BY: Supervisor Gagliardi
235 SECONDED BY: Supervisor Green
236 DISCUSSION: None further
237 RESULT: Called to Vote: Motion PASSED
238 4/0 – Motion passed unanimously.

239
240 Supervisor Brisette asked if Aquatic Systems could rotate their access.

241
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243 **8. SUPERVISOR REQUESTS**

244
245 Supervisor Gagliardi went over the Neighborhood Watch Event on December 15th. She asked the
246 Board if it is okay if they park cars and bikes at the pool parking lot. The Board briefly discussed
247 and agreed that it would be okay. Supervisor Gagliardi also mentioned that a swim event will be
248 coming in the spring. She will have more information later about the event.

249
250 Supervisor Gagliardi asked if the Board was okay with the holiday pay for the employee. The Board
251 all did agree about the holiday pay dates.

252
253 Supervisor Gagliardi brought up people dumping dirt in the pond. Mr. Babbar stated that the
254 District cannot fine them. The Board briefly discussed the matter.

255
256 Supervisor Gagliardi asked about the items in the office that are HOA. Mr. Moss reviewed the items
257 that are at the office and said he is fine with whatever the Board would like to do. Mr. Babbar stated
258 that the Board can do it as a case-by-case. Supervisor Bounds asked Mr. Moss if it is currently a
259 space problem or an issue. Mr. Moss stated no, it is not a problem. There were three options: A)
260 Remove; B) Leave as is; or C) Leave it and hope it doesn't pile up. Supervisor Green liked the B
261 option and wanted to let Neighborhood Watch and the HOA be able to store items at the office until
262 it is a problem.

263
264 Supervisor Gagliardi asked about the Neighborhood Watch Signs and who is putting them up.
265 Supervisor Bounds asked about the directions for putting them up and feels the District should put

266 them up. Supervisor Gagliardi felt Meritus should pay for it. Supervisor Bounds asked about the
267 cost estimate. Mrs. Nussel recapped the timeline and when the violation occurred.

268
269 Supervisor Gagliardi asked about the playground at the pool and all of the paperwork the Board
270 received. The Board discussed the emails.

271
272 Supervisor Bounds asked about sending a donation to the church for \$500 for allowing the District
273 to use the church for the meetings.

274	
275	MOTION TO: Approve the \$500 donation for the church.
276	MADE BY: Supervisor Gagliardi
277	SECONDED BY: Supervisor Green
278	DISCUSSION: None further
279	RESULT: Called to Vote: Motion PASSED
280	4/0 – Motion passed unanimously.

281
282 Mr. Moss went over his report with the Board. Mrs. Nussel and the Board thanked Mr. Moss for his
283 work and being proactive. The Board all agreed to have the shower fixed for around \$1,600. Mr.
284 Moss also asked the Board about painting the floor at the pool entrance. The Board all agreed to
285 move forward and get it done.

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288 9. ADJOURNMENT

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290	MOTION TO: Adjourn.
291	MADE BY: Supervisor Bounds
292	SECONDED BY: Supervisor Gagliardi
293	DISCUSSION: None further
294	RESULT: Called to Vote: Motion PASSED
295	4/0 – Motion passed unanimously.


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298 *Please note the entire meeting is available on disc.
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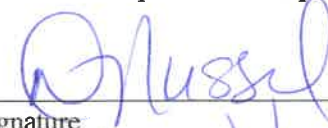
300 *These minutes were done in a summary format.
301

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

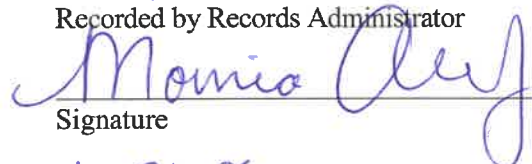
305
306 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting
307 held on 11-29-18.

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309 
310 Signature
311 Karen Gagliardi
312 Printed Name

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315 Title:
316 Chair
317 Vice Chair


Signature
Debby Nussel
Printed Name

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319 Title:
320 Secretary
321 Assistant Secretary

322 Recorded by Records Administrator
323 
324 Signature
325 11-30-18
Date

