

**MINUTES OF MEETING  
STEVENS PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Stevens Plantation Community Development District was held on Thursday, November 1, 2012 at 6:00 P.M. at City Hall, 1300 Ninth Street, St. Cloud, Florida.

Present and constituting a quorum were:

Rebecca Borders	Chair
Rebecca Fernandez	Vice Chair
Tom Griffin	Assistant Secretary
Terence Connors	Assistant Secretary

Also present were:

Gary L. Moyer	Moyer Management Group, Inc.
Brian Smith	Field Manager

*The following is a summary of the minutes and actions taken at the November 1, 2012 Stevens Plantation Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS** **Call to Order**

Mr. Moyer called the meeting to order at 6:00 P.M.

**SECOND ORDER OF BUSINESS** **Roll Call**

Mr. Moyer called the roll and stated all Supervisors were present with one vacancy.

**THIRD ORDER OF BUSINESS** **Organizational Matters**

**A. Appointment of Supervisor for Seat 2**

**B. Oath of Office for Newly Elected Supervisor**

**C. Election of Officers – Resolution 2012-04**

- Under Chapter 190, the Board is required to fill the vacancy for the unexpired term.
- Ms. Fernandez indicated no one volunteered at the HOA meeting.
- Mr. Terrance Connors seat expires on November 6, 2012 and will be addressed by the Board at the next meeting.
- These items were tabled to the next meeting.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the August 2, 2012 Meeting**

Mr. Moyer stated each Board member received a copy of the minutes of the August 2, 2012 meeting and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Griffin seconded by Ms. Borders with all in favor the minutes of the August 2, 2012 meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Resident Owner Association Report**

- Ms. Fernandez reported the following:
  - Mr. Smith needs to provide a link to the website for the flags
  - There are some dead landscape areas on West New Nolte, especially near Magnolia Green.
    - Mr. Smith confirmed a ribbon of sod was placed in areas instead of pine bark to contain the beds. They are going to shrink some of the beds where plants died. There are also line of sight issues.
  - Several homeowners expressed concern about replacing dead Cedar trees with grass. They want replacement trees.
    - Mr. Smith indicated larger Cedars growing over some roads will be removed and replaced with different plant material. Several Hollies are dying and will be replaced with different trees. One area of Hollies by the corporate campus towards Kissimmee Park Road will be removed.
  - According to their governing documents, there are supposed to be Oak trees every 20 to 40 feet in common areas and easements owned by the CDD and along pond areas, which were supposed to be planted by the Developer.
    - Mr. Smith explained as the developer built lots, they added landscaping, but not in the CDD area in front of ponds or common areas.
    - Ms. Fernandez pointed out an HOA Board member submitted plans for the planting of Oak trees.
    - Mr. Smith asked Ms. Fernandez to note on the site map where the trees were to be located so he can bring prices to the Board.

- Mr. Griffin requested Mr. Mantzaris look at the original developer agreements to see if there was any recourse.
- There is a broken sprinkler head at the entrance to the Grove, which shoots water 20 feet into the air.
- Questioned whether the fountain would be repaired next week.
  - Mr. Smith confirmed the new pump for the fountain would be installed tomorrow.
  - Ms. Fernandez pointed out since they turned off the pump, the road is no longer flooding.
  - Mr. Smith offered to work on this once the pump was turned back on.
- The retention pond in Verandah Lakes has shrubs/trees, which are not being maintained.
  - Mr. Smith will take care of this.

## **SIXTH ORDER OF BUSINESS**

### **District Manager's Report**

#### **A. Approval of Financials**

- Mr. Moyer reviewed the financials through September 30, 2012, which were included in the agenda package and available for public review and discussed the following:
  - This is the end of the fiscal year.
  - The District is \$4,700 ahead in total revenues for this fiscal year due to receiving discounts on special assessments and investment income.
  - On the operations and maintenance side, expenditures were under budget by \$5,300. This means, \$5,800 will be added to the Fund Balance.
  - The Fund Balance will be used to fund operating reserves, which will carry the CDD through the first three months of the fiscal year until tax revenues are received from the Tax Collector. Reserves will be used for the irrigation system, landscape and hardscape.
  - There will be \$250,000 in the Unassigned Fund Balance.
  - If the BOS decides to plant trees, but this expenditure cannot be paid for under Fiscal Year 2013, the Unassigned Funds will be used.

- The District had a good year fiscally.

**B. Check Registers and Invoices**

- Mr. Moyer reviewed the invoices for the period July 1, 2012 to September 30, 2012, which were included in the agenda package and available for public review. These were routine items.

On MOTION by Ms. Fernandez seconded by Mr. Griffin with all in favor the September financials and July 1, 2012 to September 30, 2012 invoices in the amount of \$129,688.84 were approved.

**C. Authorization to Advertise Hearing for Rulemaking Regarding Rules of Procedure**

- Mr. Moyer addressed the following:
  - The District is required to adopt Rules of Procedure, dealing with the operations of the District according to the Florida Statutes.
  - In order to adopt the rules, the District is required to advertise and hold a public hearing.
- Mr. Griffin questioned whether Mr. Mantzaris reviewed the draft Rules of Procedure. Mr. Moyer confirmed Mr. Mantzaris reviewed the rules and did not have any questions or comments.

On MOTION by Mr. Griffin seconded by Mr. Connors with all in favor Mr. Moyer was authorized to advertise a public hearing to adopt Rules of Procedure.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There not being any, the next item followed.

**B. Engineer**

There not being any, the next item followed.

**C. Field Manager**

**i. Field Maintenance Report**

**ii. Landscape Report**

**iii. Aquatic Weed Control Report**

- Mr. Smith provided the Monthly Highlight Report for November, which was included in the agenda package and available in the District Office for public review during normal business hours.

**iv. Consideration of Renewal of Aquatic Maintenance Contract with Applied Aquatic**

- Mr. Smith indicated the aquatic maintenance contract with Applied Aquatic was up for renewal.
- The yearly 3% increase was rescinded.

On MOTION by Mr. Griffin seconded by Ms. Borders with all in favor, the aquatic maintenance contract with Applied Aquatic was renewed for the period September 1, 2012 to August 30, 2013 in the amount of \$11,400.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There not being any, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

There not being any, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Borders seconded by Mr. Griffin with all in favor, the meeting was adjourned.

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Gary L. Moyer  
Secretary

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Rebecca Borders  
Chair