

**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 Tuesday, December 3, 2013 at 6:00 P.M. at City Hall, 1300 Ninth Street, St. Cloud, Florida.

Present and constituting a quorum were:

Rebecca Borders	Chairman
Rebecca Fernandez	Vice Chair
Terence Connors	Assistant Secretary
Gary W. Clegg	Assistant Secretary
Daryl D. Greenwood	Assistant Secretary

Also present were:

Gary L. Moyer	Moyer Management Group, Inc.
Brian Smith	Field Manager
Jim Endicott	Landcare Specialists

The following is a summary of the minutes and actions taken at the December 3, 2013 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.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 28, 2013 Meeting

Mr. Moyer stated each Board member received a copy of the minutes of the August 28, 2013 meeting and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Fernandez seconded by Mr. Connors with all in favor the minutes of the August 28, 2013 meeting were approved.

FIFTH ORDER OF BUSINESS

Resident Owner Association Report

Ms. Fernandez deferred this item to the Landscape Report later in the meeting.

SIXTH ORDER OF BUSINESS

District Manager’s Report

A. Approval of Financials - September and October

Mr. Moyer reviewed the September and October financials, which were included in the agenda package and are available for public review.

- The September 30, 2013 reflects all the financial activities for fiscal year 2013.

B. Check Registers and Invoices

Mr. Moyer reviewed the invoices for the period August 1, 2013 to October 31, 2013, which were included in the agenda package and available for public review.

On MOTION by Ms. Fernandez seconded by Mr. Connors with all in favor the August 1, 2013 to October 31, 2013 invoices in the amount of \$249,547.43 were approved.

The record will reflect Ms. Greenwood has joined the meeting.

C. Consideration of Motion Designating Reserves

- Mr. Moyer outlined the reserves and GASB:
 - Operating Reserves - \$142,707
 - Reserves - Irrigation System - \$45,000
 - Reserves - Landscape/Hardscape - \$45,000
 - Reserves - Water System - \$45,264

On MOTION by Ms. Borders seconded by Mr. Clegg with all in favor the designating FY 2013 Reserves as Operating Reserves - \$142,707, Reserves - Irrigation System - \$45,000, Reserves - Landscape/Hardscape - \$45,000, Reserves - Water System - \$45,264 was approved.

D. Proposed Revised Meeting Dates for Fiscal Year 2014

- Mr. Moyer discussed the proposed revised meeting dates for every other month.
 - Meetings will be scheduled for 6:00 p.m. on the first Thursday of every other month as follows: February 6, 2014, April 3, 2014, June 5, 2014 and August 7, 2014.

On MOTION by Ms. Greenwood seconded by Mr. Connors with all in favor, the revised meeting date schedule for fiscal year 2014 as stated above was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Moyer distributed an item Mr. Mantzaris requested be provided to the Board addressing the collection of the 2003B Bonds which was to be collected at closing and remitted to the bondholders.

- These collections were not the responsibility of the District; it was the obligation of the developer or homebuilder to collect at closing and remit to the District.
- Bond Counsel has advised that it would be appropriate for the District to advise the owners they are obligated to pay down the B bond portion.

Ms. Fernandez inquired if there was one builder in particular that did not follow through?

Mr. Moyer responded he believes it is one builder. He will provide information to the Board regarding the owners, amount owed and builder.

On MOTION by Ms. Fernandez seconded by Ms. Borders with all in favor, authorizing staff to send the letter to the owners with outstanding 2003B Bond debt was approved.

B. Engineer

There not being any, the next item followed.

C. Field Manager

i. Field Maintenance Report

Mr. Smith provided the Monthly Highlight Report for August through October, 2013, which was included in the agenda package and available in the District Office for public review during normal business hours.

- Four signs were put up yesterday for the CDD meeting. It was requested the signs be placed closer to the entrances for future meetings.
- Drainage work around one of the ponds where there was a large washout.
- Polished marble at the entrances.

Ms. Fernandez questioned who maintains the regulation of the watering?

Mr. Smith responded Jim Endicott and Russ Simmons control the clock times.

Ms. Fernandez reported every section is coming on every morning and flooding the road.

Mr. Endicott explained when they had the irrigation down for repairs there were dry areas so they increased the times; it has since been reduced.

Ms. Fernandez noted it has been going on for months and they are getting bumps on Nolte because the road is staying wet for two to three hours.

It was requested when they see this issue to contact Mr. Endicott and he will send someone out to check it.

ii. Landscape Report & Landscape Proposal

iii. Aquatic Weed Control Report

Ms. Fernandez inquired if they turned the floodlights off when they added holiday lighting.

Mr. Smith noted he thinks they would have turned off the white lights when they added the red at the bottom. He will take a look at the lighting to make sure the ones on the signs are on.

Ms. Borders reported a resident in The Grove asked why they are down to a garland when in previous years they also had a wreath.

Mr. Smith noted he does not do the entrance to each community he only does the two Stevens Plantation signs.

• Landscape Enhancements - Oak Trees

The proposal is dated October 7, 2013 and states the price is valid for 30 days.

On a prior proposal for trees it stated watering would be provided but did not include an hourly rate. This proposal includes a rate of \$50 per hour for hand watering.

❖ Mr. Endicott noted the watering will be predicated on the weather. If watering is needed the first two months would require three times per week at two hours per day. For the next two to three months it would be reduced to two days per week. After six to eight months they will not require additional watering.

❖ Total cost of watering would be roughly \$5,000 dependent upon the weather.

If trees are delivered on multiple dates a \$400 charge for delivery will be charged for each delivery.

❖ Mr. Endicott noted this applies if they do the plantings in stages rather than the full proposal.

The proposal is for 3" to 3.5" caliper trees with a total cost of \$20,250.

On MOTION by Ms. Fernandez seconded by Ms. Greenwood with all in favor, the Landcare Specialists proposal for Oak trees at a cost of \$20,250 and a not to exceed of \$5,000 for watering was approved.

- **Fountain Hedge**

The proposal is for the removal of the Viburnum hedge in front of the Stevens Plantation sign at a cost of \$1,900.

The hedge can be replaced by an annual bed to add color to the area.

Ms. Fernandez addressed her concerns with the landscape company. She noted there are flower beds with trees hanging over them, the preserves are growing out and are now out 5'. What is going to happen with this?

Mr. Smith noted they had this conversation on their last drive through and Mr. Endicott said to give him a chance and he will get it back to where it needs to be.

Ms. Fernandez noted if Mr. Endicott would like to walk the property with her she would be more than happy to show him the issues.

Mr. Smith suggested giving them until the February meeting to turn it around to the District's expectations. If they are not happy with the results at that time they can go out to bid for landscape services.

Ms. Fernandez inquired if the Cedars can be trimmed up 4'?

Mr. Endicott responded it is not a normal practice but we can look at them and maybe do one to see how it looks. Eventually we will lose all of the Cedars and that is just the nature of its life cycle.

On MOTION by Ms. Fernandez seconded by Ms. Greenwood with all in favor, the Landscape Specialists proposal to remove the Viburnum hedge at a cost of \$1,900 was approved.

• **Plant Bed Enhancements**

The proposal is for \$3,384 for the enhancements.

Ms. Fernandez requested they hold off on this since many of the items they are removing were just put in such as the knockout roses and there maybe items on the HOA side of the pods that may affect the areas.

• **Sod Replacements**

The proposal is to remove and replace sod in several areas.

Ms. Fernandez questioned if the irrigation in these areas are complete and fixed?

Mr. Smith responded none of the irrigation in Stevens Plantation is ever going to be complete due to the original installation. They are going to find problems because it is underground and they do not know until they have a pipe break but overall they have made a lot of repairs and are getting a lot more comfortable. He does not see a lot of major repairs down the road.

Ms. Fernandez asked can we hold off on this until after February?

Mr. Smith responded yes.

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 Ms. Greenwood with all in favor, the meeting was adjourned.

Gary L. Moyer
Secretary

Rebecca Borders
Chairperson