

**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, June 7, 2018 at 6:00 P.M. at Civic Center, 3001 17th Street, St. Cloud, Florida.

Present and constituting a quorum were:

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|---------------|---------------------|
| Jason Borders | Assistant Secretary |
| David Meisner | Assistant Secretary |
| Iva Katana | Assistant Secretary |

Also present were:

| | |
|------------------|------------------|
| Bob Koncar | District Manager |
| Kristen Suit | District Manager |
| Daniel Mantzaris | District Counsel |
| Freddy Blanco | Field Manager |

The following is a summary of the minutes and actions taken at the June 7, 2018 Stevens Plantation Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Koncar called the meeting to order.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Koncar called the roll noting they have a quorum.

THIRD ORDER OF BUSINESS

Audience Comments

None.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of April 5, 2018

- Mr. Koncar requested any additions, corrections or deletions to the minutes.
- Corrections were requested and will be made part of the final minutes for the record.

On MOTION by Mr. Borders seconded by Mr. Meisner, with all in favor, the minutes of the April 5, 2018 meeting were approved as amended.

- Mr. Koncar questioned whether it would be helpful if the minutes are provided in a summary format going forward.
- A copy of the recording can be provided to the Supervisor if requested.
- On a Board consensus it was agreed to have the June minutes in summary.

FIFTH ORDER OF BUSINESS

Resident Owner Association Report

- Mr. Meisner attended the meeting on Tuesday and informed the Board a couple of issues were brought up. He provided a brief review of the resident owner association report to the Board.
- He stated a traffic study is going to be done on Nolte and Buddinger to see if they qualify for a traffic stop.
- Discussion ensued regarding the weight restriction on Nolte and someone is to check with the City to see if those signs are still in effect.
- Mr. Koncar will follow-up with the Engineer regarding this.

NINTH ORDER OF BUSINESS

Old Business

- Mr. Meisner asked for a response from their attorney on the status of the conversation he had with the bond holders.
- The attorney indicated it would be better to discuss this when all Board members are present.

SIXTH ORDER OF BUSINESS

Presentation of Fiscal Year 2019 Budget

A. Consideration of the Resolution 2018-03, Approving the Budget for Fiscal Year 2019 and Setting a Public Hearing

- Mr. Koncar indicated the purpose of resolution 2018-03 is adopting a tentative proposed budget. This means they would set the highest level of assessment which the Board would consider at this meeting and if they wish to reduce the assessment at the public hearing meeting which will take place

in August, this can be done. Changes to the budget can be done, but they cannot increase the assessments beyond what is decided today.

- Mr. Meisner stated they need to set this as they are spending more next year than they currently have in the 2018 budget.
- Mr. Koncar provided a summary sheet of changes which he indicated he will review with the Board. Mr. Meisner had a question on legal expenses which was increased on the general fund but on the debt service, it was not done for 2019. For 2018 there was almost \$10,000 budgeted but there is nothing budgeted for 2019 and he questioned if they do not have ongoing legal actions.
- Mr. Mantzaris stated from a legal expense prospective, they have had discussions with the bond holders and they have agreed to front the foreclosure ligation which was filed.
- During his conversation with the bond holder, a request was made to prepare a summary sheet of cost as they are okay if the costs are under \$100,000.
- Mr. Mantzaris continued, his firm has expended \$22,000 in filing costs and service fees associated with the 25 foreclosure matters for which a payment will be sent to the CDD and then the bond holders will be contacted to obtain the final payment.
- Discussion ensued regarding the payment from the bond holders and how this will be indicated in the budget and legal fee expenses.
- With regards to the bond, Mr. Mantzaris stated they would have to get the information from the trustee.
- Mr. Koncar reviewed the proposed changes:
 - Legal services increasing to \$19,000.
 - Inframark requested a 3% increase which is \$1,737.
 - Auditing services, recommending an increase by \$146.
 - Liability insurance increase. However, the liability insurance does not provide the quotes until late August as insurers do not provide rates until close to the beginning of the new fiscal year.

- Discussion ensued regarding providing a higher increase. After further Board discussion it was suggested to increase the liability insurance to \$1,800.
- Miscellaneous collections show a reduction as this is based on assessments.
- Field services a 3% increase of \$210 for the year.
- Contract fountains, repair and maintenance for the fountains.
- Discussion ensued regarding the maintenance costs spent this year.
- Landscape contract increase.
- Decrease of utilities. Discussion ensued regarding the cost of the electric bill. Upon further discussion, it was indicated the electric cost is not that of the CDD.
- Street lights. an increase of \$500. Mr. Mantzaris spoke with the City Manager and the City has taken a look at this to see if they can assume the cost of street lights, but have not made a decision on this right now as they are going to see how it impacts their budget.
- Repair of the fountains, which they discussed earlier, budgeted \$1,550.
- Irrigation
- Miscellaneous contingency, an increase to \$19,023.
- The last item on this list is something the Board requested to be put in; Reserves for the irrigation system. They are showing \$104,774 in the Reserves. Discussion ensued regarding the irrigation system.
- Page 56 of the agenda package, the contract is going to be ending half way through the fiscal year 2019 and will not be renewed.
- Mr. Koncar reiterated to the Board they can change whatever they wished in the budget at the public hearing, but could not increase assessments.

On MOTION by Mr. Borders seconded by Mr. Meisner, with all in favor, resolution 2018-3 approving the budget as amended and setting the public hearing on August 7, 2018 at 6:00 p.m. was adopted.

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. Financial Report, April 30, 2018

- Mr. Koncar reviewed the financials with the Board.

On MOTION by Ms. Katana seconded by Mr. Meisner, with all in favor, the financial report dated April 30, 2018 was accepted.

B. Check Register and Invoices

On MOTION by Ms. Katana seconded by Mr. Meisner, with all in favor, the check registers were approved as presented.

C. Discussion of Proposals for District Counsel

- Scott Clark, Clark & Albaugh, LLP**
- Jan Carpenter, Latham, Shuker, Eden & Beaudine, LLP**

- Mr. Koncar reiterated what was discussed at the last meeting with regards to District Counsel. It was the consensus of the Board to go out and get statements of qualifications for General Counsel for the District. Two firms have submitted a response and Mr. Koncar asked what direction the Board wanted to take on this matter.
- Mr. Mantzaris provided an overview of the process to the Board and suggested they schedule interviews for these firms at the next meeting.
- Mr. Koncar reviewed the rates of the two firms. He indicated he will put their costs in the summary sheet of the budget.
- Mr. Mantzaris suggested once legal counsel has been decided upon, the District Manager and Chair should decide if part of the contract should include that the district counsel does not have to attend board meetings if there is nothing significant to discuss.

- Mr. Borders suggested for the attorney could provide the District Manager with his report if he did not attend meetings.
- Mr. Koncar will set up the interviews at the August meeting for the attorneys.

D. Discussion of Proposed FY2019 Meeting Schedule

- Mr. Koncar reviewed the proposed FY2019 meeting schedule with the Board.

On MOTION by Ms. Katana seconded by Mr. Borders, with all in favor the proposed fiscal year 2019 meeting schedule was approved as presented.

E. FEMA Update

- Mr. Koncar informed the Board they are withdrawing the request for public assistance under grant number 4337. Due to the minimum type of damages, they do not see the need for a FEMA claim.
- Mr. Borders asked about the dead trees in the median and was informed those will taken cared of.

F. Report on Number of Registered Voters

- Mr. Koncar indicated this was just an informational item. This notice shows the number of registered voters in the District which is a 1,013.

EIGHTH ORDER OF BUSINESS

Staff Report

A. Attorney

- Mr. Mantzaris discussed some of the ongoing litigation within the District.
- He mentioned the Point Square Savey home cases and the Roman litigation.
- The DSD owns property in the Community Development District most particularly the north undeveloped parcel of about 142 acres; the retail piece next to the Walmart area and then the corporate campus pieces.
- The DSD has been negotiating with two buyers. A buyer for the north piece and a prospective buyer for four of the lots in the retail area.
- The DSD was scheduled to meet on June 14, 2018 but this has been changed to June 28, 2018 to allow for more time and to do more advertising.

- Discussion ensued regarding the project plans for the 142-acre site and the other project which is the 4-acre retail lot.
- Further discussion ensued regarding one of the plans in the retail lot area, the installation of a storage unit facility. Mr. Meisner stated this was discussed at the ROA meeting and a number of individuals indicated they will attend the next meeting to voice their objection of the storage unit.
- Mr. Mantzaris indicated this was one of the reasons he wanted to bring this to the attention of the Board because staffs position was it was not right for that location from the beginning and it will require a change.
- There is a concept plan for the 142-acres which Mr. Mantzaris will provide to Mr. Koncar to share with the Board.
- Mr. Mantzaris stated Mr. Koncar should have received a letter of intent from Mr. Banter, which the Board will have to consider.
- Mr. Meisner stated most residents are for the multi-use, but the concern they had was the Walmart issue, the storage unit. They were also asked about the 12 acres for the CDD in which they stated why would they want to give up the property and how is it going to be used and questioned whether they should consider a lease arrangement versus a sale. The Board can speak to Mr. Banter and find out what his intention is for this property. Further discussion ensued regarding the intent of Mr. Banter.
- Mr. Koncar suggested Mr. Banter be invited to the next Board meeting to discuss his intent to purchase the land.

B. Engineer

There being none, the next agenda item followed.

C. Field Manager

- Mr. Meisner reported on the service request of May 2, 2018, on 3390 Hollywood North the buffer between the home and the conservation area from Mr. Burkheart who was unable to attend today's meeting. A discussion ensued regarding his areas of concern on the property.

i. Field Management Report

- Mr. Blanco provided a field management report to the Board.
- Mr. Blanco inquired whether the Board had any questions about the pressure washing proposal presented at the last meeting.
- The Board reviewed the proposals and questioned if there are any differences between the \$14,000 and the \$20,000. Discussion ensued regarding the pressure washing, which will be moved to the August meeting for discussion and a decision.
- Mr. Blanco stated three weeks ago a vehicle hit the entrance at the Grove. The police report did not have much details of the incident. However, Mr. Blanco presented a proposal for the landscape area and the sign repair. There were some damages to the lights but have since been fixed.

On MOTION by Mr. Borders seconded by Ms. Katana, with all in favor the proposal presented for the landscape repair in the Grove area was approved.

ii. Action Items

This item was not discussed at todays' meeting.

iii. Resident Call Log

This item was not discussed at todays' meeting.

iv. Landscape Report

This item was not discussed at todays' meeting

v. Aquatic Management Report

This item was not discussed at todays' meeting

vi. Fountain Maintenance Report

This item was not discussed at todays' meeting

NINTH ORDER OF BUSINESS

Old Business

- Old business was discussed earlier in the meeting.

TENTH ORDER OF BUSINESS

Supervisor Requests

- The question arose regarding the irrigation and it was mentioned that this was not included in the budget. Mr. Koncar suggested they will have to use Fund Balance Forward for this and further discussion ensued regarding the irrigation and how it affects the budget.
- After further review, Mr. Koncar made the following recommendation: To keep the assessments the same, they could change the Irrigation Reserve where they had the \$104,000 and dropped it to \$28,000; if this was dropped to \$20,000 that will put them under and they will have \$20,000. This puts them at \$2,352 under their current budget.

On MOTION by Mr. Borders seconded by Ms. Katana, with all in favor the changes of the Irrigation Reserve from \$28,000 to \$20,000 was approved.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Secretary/Assistant Secretary



Chair/Vice-Chair