

**MINUTES OF MEETING
STONEBROOK WEST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Stoneybrook West Community Development District was held on Wednesday, November 18, 2015 at 6:30 p.m. at the Town Center, 1201 Black Lake Boulevard, Winter Garden, Florida.

Present were:

Hector Clemente	Chairman
Matthew Matin	Vice Chairman
Tom White	Secretary
Todd Gretton	Assistant Secretary

Also present were:

Gary L. Moyer	Moyer Management Group
Scott Clark	Attorney
John Florio	District Engineer (via telephone)
Brian Smith	Field Operations Manager
Residents	

The following is a summary of the minutes and actions taken at the November 18, 2015 Stoneybrook West Board of Supervisors meeting.

**FIRST ORDER OF BUSINESS
SECOND ORDER OF BUSINESS**

**Call to Order
Roll Call**

Mr. Moyer called the meeting to order and stated the record will reflect all supervisors are present with the exception of Mr. Dennis.

THIRD ORDER OF BUSINESS

Public Comment Period

- A resident voiced concern with midges by his home. It was suggested the addition of a water fountain in the pond may help alleviate this problem.
- Mr. Smith addressed the midge problem including information on installation of a fountain.
- Using a portion of the \$191,000 fund balance to pay for a fountain project was discussed.
- Mr. Smith provided various options to control the midge problem including:

- Spraying the ponds GC10, GC 11 and Pond Tract G once per month adding an additional \$9,600 to the current contract.
- Fish stocking
- Bush hogging around the pond.
- Estimated costs include \$20,000 for a fountain; and increasing current 2016 FY budget for aquatics by \$5,583.
- Discussion ensued with regard to midge treatment, fountain installation and electric costs.

On MOTION by Mr. Clemente seconded by Mr. White with all in favor to fund \$25,000 from the contingency fund to add a new fountain and increase the larvacide and fish stocking services for the stated ponds Tract G was approved.

FOURTH ORDER OF BUSINESS

Approval of the Meeting Minutes

Mr. Moyer stated each Board member received a copy of the minutes of the May 27, 2015 and July 29, 2015 meetings and requested any additions, corrections or deletions.

A. May 27, 2015

There not being any,

On MOTION by Mr. Martin seconded by Mr. Clemente with all in favor the minutes of the May 27, 2015 meeting were approved.

B. July 29, 2015

- Mr. White read his comments into the record; a copy of which is attached for the record and made a part of the minutes of this meeting.

On MOTION by Mr. White seconded by Mr. Clemente with all in favor the minutes of the July 29, 2015 meeting were approved with the amendments made as a part of the minutes of this meeting.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- Mr. Clark reported the Hold Harmless Agreement has not been signed by the golf course owner.

- Discussion ensued with regard to golf course maintenance responsibility. A meeting is scheduled with the HOA and the golf course. Mr. Clemente will attend the meeting and report back to the Board.

FIFTH ORDER OF BUSINESS

Consideration of the First Amendment to the Management Advisory Services Agreement Between Stoneybrook West CDD and Severn Trent Environmental Services, Inc.

- Mr. Moyer addressed amending the Management Advisory Services Agreement between the District and Severn Trent Environmental Services, Inc. to include direct billing \$75 per lot per estoppel and/or closing statement. These fees will not be paid by the District but billed directly to the requester for the service.

On MOTION by Mr. Matin seconded by Mr. White with all in favor the First Amendment to the Management Advisory Services Agreement between Stoneybrook West CDD and Severn Trent Environmental Services, Inc. for direct billing of estoppel and/or closing statements was approved.

SIXTH ORDER OF BUSINESS

Discussion on Complaint from Resident Regarding Midge on Screen

This item was previously addressed.

EIGHTH ORDER OF BUSINESS

Staff Reports (continued)

B. Engineer

- Mr. Florio reported there is one more item to repair and then the equipment will be removed. They will re-inspect and meet Brian and staff to review the map showing CDD and HOA responsibilities prior to submitting to the Water Management District. This will be published once the permits are issued by the district for the operation and maintenance.
- Questions and comments from the Board were addressed.

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements

Mr. Moyer reviewed the September 30, 2015 and October 31, 2015 financial statements which were included in the agenda package.

B. Check Register and Invoices

- The check register for the period July 1, 2015 to October 31, 2015 was included in the agenda package.

On MOTION by Mr. Clemente seconded by Mr. Gretton with all in favor the July 1, 2015 – October 31, 2015 check register and invoices were approved.

C. Motion to Assign fund Balance

- A motion to assign fiscal year 2015 Reserves per the September 30, 2015 balance sheet as follows: Operating Reserves - \$60,319 was presented.

On MOTION by Mr. White seconded by Mr. Clemente with all in favor the assigning the fund balance as of September 30, 2015 was approved as presented.

D. Amending the FY 2015 Budget – Resolution 2016-1

- Resolution 2016-1 amending the fiscal year 2015 budget was presented for adoption.

On MOTION by Mr. White seconded by Mr. Martin with all in favor Resolution 2016-1 amending the District general fund budget for fiscal year 2015 was adopted.

E. Arbitrage Report for Series 2008 Bonds

- The Arbitrage Report for Special Assessment Revenue Bonds, Series 2008 Bonds was reviewed.
- The District is not making more money than it is paying in bond interest so there is no rebate liability.

F. Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for FY 2015 Audit

- The Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to perform the FY 2015 audit for a fee of \$5,500 was presented.

On MOTION by Mr. Matin seconded by Mr. Clemente with all in favor the Engagement Letter with Berger, Toombs, Elam Gaines & Frank to perform the FY 2015 audit was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports (continued)

C. Field Operations Manager

- i. Field Management Report**
- ii. Action Items List**
- iii. Residential Call Log**
- iv. Aquatic Systems Report**
- v. Vertex Water Features**
- vi. ValleyCrest Landscape Report**
- vii. Southern Mosquito Control Services Report**

- Mr. Smith commented on the ValleyCrest proposal for mowing Tract GC 13PH and reported their contract is up for a one year renewal. The mowing of GC 13 will add \$3,250 per year to the current \$34,824 contract.

On MOTION by Mr. Clemente seconded by Mr. Matin with all in favor to renew the ValleyCrest contract for one year and increase it by \$3,250 for 25 mowings of GC 13 around the pond on the corner of State Road 545 which is called Avalon at the 90 degree turn was approved.

- The monthly Field Management Reports were included in the agenda package.

NINTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor Comments

- Mr. Matin commented he will be resigning from the Board when the sale of his house is final.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Gretton seconded by Mr. Clemente with all in favor the meeting was adjourned.



Tom White
Secretary



Hector Clemente
Chairman