

**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, July 25, 2018 at 6:30 p.m. at the Town Center, 1201 Black Lake Boulevard, Winter Garden, Florida.

Present were:

Tom White	Chairman
George Morgan	Vice Chairman
Haile Andargc	Secretary
Hector Clemente	Assistant Secretary

Also present were:

Bob Koncar	District Manager
Kristen Suit	District Manager
Scott Clark	District Attorney
Russ Simmons	Field Service Manager
Mike Piazza	Community Association Manager
Resident	

The following is a summary of the minutes and actions taken at the July 25, 2018 Stoneybrook West Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

SECOND ORDER OF BUSINESS

Roll Call

Mr. Koncar called the meeting to order and called the roll. A quorum was established.

THIRD ORDER OF BUSINESS

Approval/Additions to Agenda

On MOTION by Mr. Morgan seconded by Mr. White with all in favor the agenda was approved.
--

FOURTH ORDER OF BUSINESS

Public Comment Period

- Discussion ensued with regard to shut off of irrigation pump by the golf course.

- Ownership was addressed and it was noted this is an HOA issue.

Mr. Morgan MOVED to authorize staff to work with HOA staff to find a solution for an alternative irrigation source for the HOA at no cost and with no impact to the District for the HOA's irrigation pump station on the golf course and Mr. Clemente seconded the motion.

- The prior motion was discussed.

On VOICE vote with all in favor the prior motion was approved.

FIFTH ORDER OF BUSINESS

Public Hearing to Adopt Fiscal Year 2019 Budget

A. Fiscal Year 2019 Budget

- The fiscal year 2019 budget was discussed. There is no increase in assessments.

On MOTION by Mr. White seconded by Mr. Clemente with all in favor the budget public hearing was opened.

Hearing no comments from the public,

On MOTION by Mr. Clemente seconded by Mr. White with all in favor the budget public hearing was closed.

B. Resolution 2018-5 Adopting the Budget

On MOTION by Mr. White seconded by Mr. Clemente with all in favor Resolution 2018-5 relating to the annual appropriations and adopting the budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 was adopted

C. Resolution 2018-6 Levying the Assessments

On MOTION by Mr. White seconded by Mr. Clemente with all in favor Resolution 2018-6 imposing special assessments and certifying an assessment roll; providing a severability clause; and providing an effective date was adopted

SIXTH ORDER OF BUSINESS

Approval of May 23, 2018 Meeting Minutes

Mr. Koncar stated each Board member received a copy of the minutes of the May 23, 2018 meeting and requested any additions, corrections or deletions.

On MOTION by Mr. Morgan seconded by Mr. Clemente with all in favor the Minutes of the May 23, 2018 meeting were approved.

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements and Check Register

- The financial statements and check register through June 30, 2018 were reviewed.
- Deferred Cost and Cap Project regarding Bond Series 2005 was discussed. Staff will follow up on the \$18,654 deferred cost and provide information at the next meeting.

On MOTION by Mr. Clemente seconded by Mr. White with all in favor the June 30, 2018 Financial Statements and Check Register were approved.

B. Acceptance of Fiscal Year 2017 Audit

- The fiscal year 2017 audit prepared by Berger, Toombs, Elam, Gaines & Frank was reviewed.
- The District is in compliance and it is a *clean* audit.

On MOTION by Mr. White seconded by Mr. Morgan with all in favor the fiscal year 2017 audit was accepted.

C. Fiscal Year 2019 Proposed Meeting Schedule

- The proposed fiscal year 2019 meeting schedule was reviewed.

On MOTION by Mr. White seconded by Mr. Morgan with all in favor the fiscal year 2017 schedule was approved.

D. Resolution 2018-7 Approving Adoption and Execution of Statewide Mutual Aid Agreement

- District Counsel commented on the Statewide Mutual Aid Agreement noting there is no requirement for the District to accept this agreement. If you do sign the agreement you do not have to use it. It is a tool that becomes available; and there is a schedule of fees when used. This is a mechanism where different governmental entities sign on for this mutual aid so the process can be done more quickly.
- In the event of an emergency or threatened emergency, a participating party may invoke assistance under this agreement by requesting it from another participating party
- Discussion ensued and it was requested the District Engineer review and provide feedback at the next meeting.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

ii. Discussion of Website Compliance

- Mr. Clark reviewed his memo on District website compliance with Title II of the Americans with Disabilities Act.
- Some districts have been targeted with lawsuits in respect to access to website material by the vision impaired. Compliance entails transferring from PDF to audio format.
- It was recommended the District's website not include anything additional other than the minimum that is required. Some districts have chosen to engage an ADA consultant specialist to review and certify their websites with a seal of compliance.
- Mr. Koncar commented Inframark received proposals from two ADA consultant specialists. One from ADA Website Compliance, offering compliance shield accessibility policies; an audit of the website is performed for \$199.00 providing a compliance shield.
- District Counsel advised proceeding with the \$199 proposal for the initial monitoring and getting the compliance shield on the website.

Mr. White MOVED to approve consultants initial review of website at \$199 to obtain compliance shield and Mr. Morgan seconded the motion.

- The prior motion was discussed.

On VOICE Vote with all in favor the prior motion was approved.

i. Maintenance of Pond Bank by the Golf Course

- Mr. Clark commented on pond bank maintenance noting the golf course legal representative informed him they will work with staff on maintenance issues.

iii. HOA Right of Entry Related to Drainage

iv. Right of Entry Agreement to Enter Golf Course

- License Agreement with golf course; and Right of Entry Agreements with Mr. Crisp and Mr. Morgan related to drainage were reviewed.
- Mr. Morgan is abstaining from the vote because the work involves the property he owns. This work was cited before he joined the Board.

On MOTION by Mr. Clemente seconded by Mr. White with Mr. Clemente, Mr. Andarge and Mr. White in favor and Mr. Morgan abstaining the License Agreement with the Golf Course; the License Agreement with Robert Carl Crisp and Carolyn Marie Crisp; and the License Agreement with George Morgan and Joan Morgan, for Rights of Entry onto home owner property and Golf Course to access drainage pipe in need of maintenance/repair were approved.

v. Rules & Regulations for Fishing in Ponds

- The Stormwater Management Ponds Fishing Policy was discussed. If the consensus of the Board is to move forward, a public hearing will be noticed for the next meeting of the Board.

On MOTION by Mr. White seconded by Mr. Andarge with all in favor staff was authorized to notice a rule making public hearing to adopt the Rules and Regulations for Fishing in Ponds for November 28, 2018.

The record will reflect Mr. Clark left the meeting.

B. Engineer

There not being any, the next item followed.

C. Field Operations Manager

- The monthly Field Management Reports were included in the agenda package.
- A proposal from Aquatic Systems-Vertex Water Features requesting a monthly increase of \$19.00 bringing the cost to \$653.00 per month was discussed.

On MOTION by Mr. White seconded by Mr. Andarge with all in favor the Aquatic Systems-Vertex Water Features \$19.00 monthly service increase was accepted.

i. BrightView Proposal for One-Time Clean Up

- Proposal from BrightView for Extra Work was discussed. Ownership and maintenance responsibilities were addressed. This will be tabled to the November meeting.
- A resident request regarding trimming of plants growing on the retaining wall behind his house was discussed. It is the homeowner's responsibility and they should contact St. John's Water Management District regarding this issue.

NINTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor Comments

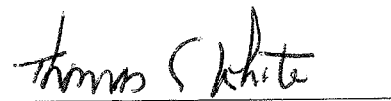
- Mr. Clemente commented on the water quality of the ponds; grass clippings in the water; labeling of drains; and use of fertilizers. He proposed having representatives from EPD and the county address the HOA and CDD regarding waterways and ponds.
- Information will be forwarded to Mr. Piazza who will present this to the HOA Board and request it be posted on the HOA website.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. White seconded by Mr. Morgan with all in favor the meeting was adjourned.



Chairman