

MINUTES OF MEETING
NARCOSSEE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Narcoossee Community Development District was held Tuesday, March 28, 2017 at 3:00 p.m. at the Orange County Library – Southeast Branch, 5575 South Semoran Boulevard, Orlando, Florida.

Present and constituting a quorum were:

Jeffrey Smyk	Chairman
Steve Giercyk	Vice Chairman
James Gregoire	Assistant Secretary by telephone
Chris Vinton	Assistant Secretary by telephone
Peter Wong	Assistant Secretary

Also present were:

Jason Showe	District Manager
Roy Van Wyk	District Counsel by telephone
Rey Malave	District Engineer
Alan Scheerer	Field Manager
Jason Martin	Nona Preserve HOA
Angela Timmons	Nona Preserve Property Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 24, 2017 Meeting

Mr. Showe stated the next item is approval of the minutes of the January 24, 2017 meeting. Are there any additions, corrections or changes to the minutes?

Mr. Giercyk made an amendment on page 3, which will be included in the final document.

On MOTION by Mr. Wong seconded by Mr. Giercyk with all in favor the minutes of the January 24, 2017 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

i. Consideration of Revised Pay Schedule

Mr. Malave stated our original rate schedule was with the previous firm and these rates are actually lower than the original rates and that is a benefit to the CDD. My rate is actually higher.

Mr. Vinton joined the meeting at this time by telephone.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the new rate schedule was approved.

C. Manager

i. Approval of Check Register

Mr. Showe stated the next item is approval of the check register for checks from January 16, though March 20, 2017 checks 1584 through 1599 for a total of \$73,627.64 and January payroll for \$922.67 for a total of \$74,550.31 and Alan and I can answer any questions you may have about the invoices that follow the summary.

On MOTION by Mr. Wong seconded by Mr. Smyk with all in favor the check register was approved.

ii. Balance Sheet and Income Statement

Mr. Showe stated the next item is the balance sheet and income statement there is no action required by the Board on this item.

FIFTH ORDER OF BUSINESS

Other Business

Parcels G & H

Mr. Smyk asked since G & H are on Dowden Road is there anything that would preclude us from using some of their reserves to enhance what we have been talking about doing on Dowden Road? Their reserve is very large and there is no development.

Mr. Showe stated the District doesn't have any maintenance responsibilities on those parcels at this time. I talked to Roy about this in light of some other items that may come up in the future. When we established the capital reserve funds at that point the District had one capital reserve fund and we allocated it to the different communities based on the ERU factors for everything to start with and from that point the money has been flowing in there based on the expenses for each individual community. He said if there was a big capital project that you thought benefited the whole community and you allocated those costs on that same percentage basis so every community chips in for major infrastructure you could utilize those funds.

Mr. Smyk asked would it just need to be the equal ratio of what we have done like the administrative or because of the proximity of Dowden Road this would be a Dowden Road project that we would be able to utilize not their entire reserve but some of that?

Mr. Showe stated in speaking with Roy if there is a rationale that we can come up with that fairly utilizes those funds to the benefit of those parcels there are options available. It would depend on the type of project and we have to look at that and have it checked by counsel.

Mr. Smyk stated we will take it up at another meeting when Roy is here.

Mr. Giercyk stated we have the obelisk there and we should either bring it up to standard and maintain that at a reasonable level or remove it because it is an eyesore right now.

Mr. Scheerer stated tell me what you want to do with it and we will do it. The discussions in the past have been leave it alone we may move it over to Tract A on Dowden Road, that hasn't happened and that is why nothing was ever done with it. I have no problem doing either one I can have it gone by Friday or if you want it re-rocked on the backside we will re-rock it. If we are not going to repurpose it we will do what we did with the other one and just remove it because there was a matching one on the north side of the road before they widened Dowden Road from two lanes to four.

Mr. Smyk stated we can just remove it.

Mr. Gregoire stated I suggest we remove it because you know construction is going to go in that corner.

Mr. Vinton stated I agree.

Mr. Scheerer stated it is not going to cost much to remove it.

Nona Preserve

Mr. Scheerer stated Mr. Martin is the president of the Nona Preserve Homeowners Association and Ms. Timmons is the property manager. I met with them a couple of weeks ago and Jason has been in communication with Mr. Martin regarding a few things at Nona Preserve. We have also issued letters to some of the residents that border Lake LaVina for some landscape clearing.

Mr. Martin stated we had a question in regard to our brick wall that is maintained by the CDD. In speaking with Alan it is just outside the 10 year warranty.

Mr. Showe stated we have done a lot more research since you spoke with him and there is no such thing as a 10-year warranty.

Mr. Scheerer stated we met with Florida Wall Concepts the wall at Nona Preserve is starting to show some gaps and we asked them to come out and give us a price. I also met with Seminole Masonry today and we are assuming they are the original install contractor of the wall. Every three feet there is a metal plate, that metal plate has a piece of wall thread rot and they crank a washer down and that tightens and compacts that wall. That is throughout the entire 1,200 to 1,400 linear feet of the wall. In meeting with Seminole Masonry, I was told this was general maintenance. He has never seen this happen to the point where the metal bandings that are every three feet have started to rust. He is going to put together a good price for us in the \$15,000 range for maintenance and since this has happened it is something we are going to have to budget for every five to seven years, which we will do. They will give me a number by Friday and can start the work within two weeks.

Mr. Showe stated it is our recommendation that if the price is in the ballpark that we think it is that we utilize their capital reserve fund to get it done and we can delegate authority to the chair to execute the agreement.

Mr. Martin asked are you going to grind the stumps from the Crape Myrtles?

Mr. Scheerer stated the stumps should be ground down and I also have cypress going in. In meeting with Mr. Martin and Ms. Timmons onsite there was a list of things that they requested from the CDD and we will allocate those funds from their budget but it wasn't that

much money for half dozen cypress trees but we wanted to get it cleaned up. One of the other things they had asked for is on the Nona Crest side on the gas line easement we have our pond, you have Tract A they have their pond and at the cul-de-sac there is a stormwater easement and they want us to look at putting in a gate at that location because people are cutting through from the next community. I have meet with the fence company and I am waiting on that number. It is stormwater access only so we can get to it via the gas line easement from inside Nona Crest or we will have a lock on it and the landscape company at Nona Crest will have the ability to get to all the ponds. I have not been able to get with Florida Gas Transmission, they don't like chain link fence and we are still working on that angle. I can't promise anything.

Mr. Martin asked what about the Podocarpus? I have a brother-in-law in the nursery business and can get a good price.

Mr. Scheerer stated send me his information and I will contact him. I didn't want to use all of your reserves because I was going to propose in the 2018 budget to look at redoing the front along Narcoossee Road and whatever you are going to do about your entrance. How much are they putting in each year?

Mr. Showe stated right now it is about \$1,500, they have been carrying forward and using it on projects. No one has raised their assessments to start doing more capital projects.

Mr. Scheerer stated the goal was never to raise your assessments. If that is the direction we get we will do so it is up to you.

Mr. Smyk stated if you were to come and say we want a special assessment or increase in assessments to fund a project we would do that but our goal has been to try to keep them as close year to year as possible. Your wall and landscaping was all part of the townhome community in the very beginning. Six or seven years ago we brought it into the CDD at that point and even with reserves when it was all part of the HOA there was no thought to reserve for walls or anything like that. That is why your reserves might be less than some of the other communities where the walls were part of it from the beginning.

Mr. Martin asked if we were to approve some of our funding in the HOA to send to the Narcoossee CDD for the projects would you be willing to let us move forward with some of those projects?

Ms. Timmons stated we can do a special assessment in our association.

Mr. Van Wyk joined the meeting by telephone conference at this time.

Mr. Showe asked if the townhome community wants to help fund some of the projects is there a way for them to do that through us?

Mr. Van Wyk responded you can do a cost share agreement or they can just do a donation.

Mr. Scheerer stated we will do whatever you want us to do and if you are okay with us spending that money you have representatives of Nona Crest and LaVina here.

Mr. Smyk stated you do have capital reserves but we don't want to deplete those funds. Once we get the numbers and the HOA wants to foot the difference that would be a perfect scenario.

Mr. Martin stated let me know the minimum number you would feel comfortable leaving in our reserves.

Mr. Showe stated I will take a look at that. It is a little tricky. The major infrastructure we have is your wall and the lake and stormwater system. Those are the things that are going to be big dollars. We will work with you on whatever you want to have done.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor a not to exceed amount of \$20,000 was approved for the Nona Preserve wall repair and the Chairman was authorized to execute the agreement when prepared.

SIXTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Giercyk stated we have money scheduled for a fountain. Are we doing anything with the fountain or is that just sitting there?

Mr. Showe stated we put that in the budget as a template based on Board direction.

Mr. Scheerer stated the Mirabella HOA had discussed installing a fountain, whether or not they were going to pay for it or we were going to pay for it was yet to be determined so we just allocated some funds. We are not currently projecting a fountain. We brought proposals as part of the budget process last year from Lake Fountains and Cascade and I know Mr. Vinton was going to look to his HOA but I'm not sure where that is right now. We are not currently doing anything but if the Board wants me to pursue it a little more aggressively I can do that.

Mr. Giercyk stated it is up to Mirabella I just wondered if we had anything going on.

Mr. Vinton stated that was one of the requests for the Mirabella HOA they were looking to do the purchase that would benefit the overall enhancement of the entire CDD but since the CDD did budget for it the HOA would take over maintenance and ownership after it was installed if that was amenable to the Board.

Mr. Wyk stated we can't spend public funds then give it to the HOA.

Mr. Smyk stated the Dowden Road wall we approved for the design process. Will we be able to in our May preliminary budget have a fairly good idea?

Mr. Malave stated I will have it in two or three weeks. He is working on three options on the design and that will be good enough for budget purposes.

Mr. Showe stated as soon as we get that I will distribute it to the Board.

Mr. Giercyk asked is it possible to include the fountain as part of the overall wall project or should we keep them separate?

Mr. Malave stated I have separate line items.

Mr. Showe stated I don't think Rey's scope included looking at that.

Mr. Malave stated it did not.

Mr. Scheerer stated the fountain is easy we already have the prices. We may have to go back and revise the numbers and get with the contractor because the proposal we have is about a year old.

Mr. Wong asked regarding the clear-cutting by Ziani Lake what is your perspective on that?

Mr. Martin stated we have 228 families in the community and only see maybe a dozen show up at the every other month Board meeting.

Mr. Scheerer stated there is only one unit with three kayaks on the bank.

Mr. Wong asked did the real estate agent have anything to do with that area in being aggressive?

Mr. Scheerer stated they have been there since 2006 and the clear cutting is recent. We have had to deal with a couple of isolated incidents but for the most part folks on that side have been well behaved and we sent letters that Mr. Martin knows about and we received a couple classic responses such as we didn't do it leave me alone to the HOA does our landscaping we didn't do it.

Mr. Martin stated some of the signage could be improved.

Mr. Scheerer stated that is what we are working on. That is an upland buffer the CDD owns and whatever the dollar amount is it will come out of their budget to restore that area and then the cost for the signage because there is signage sporadically throughout all the conservation areas within the Narcoossee CDD. I have preliminary numbers from Down to Earth to put some trees back in and fill it in. I can understand if you have kids and you live back there that buffer is dense but somebody went a little too far.

Mr. Showe stated there is a pamphlet on our website that explains all the rules for that lake.

Mr. Gregoire stated we have talked in the past about cars that like to pile up and park at the entrance waiting on the school bus. We have done a lot in terms of communication to try to get homeowners to stop doing that and I'm talking about outside the gates. However, we haven't been able to stop it. Do you have any suggestion? Should we put up a sign that says no parking? I need help to try to solve this problem because in the morning it is a very hairy situation outside our gates with cars piling up.

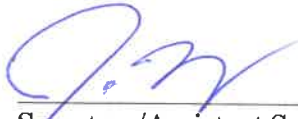
Mr. Scheerer stated at another property in Osceola County we had not the same situation because they have a real long road that leads into the school but the sheriff's department actually approached us and said if you do no parking signs with arrows from one end to the other on both sides of the road in this particular location they would be able to enforce it traffic-wise. We can reach out to the City of Orlando since the other community is in the county and you are in the city and see if they have any policies regarding that signage and whether or not they can step up the patrols in that area. I'm sure Nona Preserve has some of the same concerns. We can definitely look into that and get some direction from OPD.

Mr. Smyk stated I know we have private security at random times.

Mr. Gregoire stated it is totally random throughout the week and they wouldn't have the jurisdiction or the authority to do that. The homeowners will not respect them in that context we need law enforcement.

Mr. Scheerer stated we will look into it.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the meeting adjourned at 3:54 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman