

MINUTES OF MEETING
NARCOOSEE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Narcoossee Community Development District was held Tuesday, November 17, 2020 at 3:00 p.m. at the Offices of GMS-CF, LLC, 9145 Narcoossee Road, Suite A206, Orlando, Florida.

Present and constituting a quorum were:

Jeffrey Smyk	Chairman
Steve Giercyk	Vice Chairman
James Gregoire	Assistant Secretary by telephone
Peter Wong	Assistant Secretary
Betsy Burgos	Assistant Secretary by telephone

Also present were:

Jason Showe	District Manager
Rey Malave	District Engineer
Alan Scheerer	Field 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

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Mr. Showe being a notary public of the State of Florida administered the oath of office to Mr. Giercyk and Mr. Wong.

B. Consideration of Resolution 2021-01 Declaring a Vacancy in Seat #1 with a Term Ending November 2024

Mr. Showe stated we need to declare seat #1 vacant and this will allow Mr. Smyk to serve in that seat until such time as someone is appointed to that seat.

On MOTION by Mr. Wong seconded by Mr. Giercyk with all in favor Resolution 2021-01 was approved.

C. Appointment of Individual to Fill the Board Vacancy in Seat #1 with a Term Ending November 2024

On MOTION by Mr. Giercyk seconded by Mr. Wong with all in favor Jeffrey Smyk was appointed to fill the vacancy in seat #1.

Mr. Showe being a notary public of the State of Florida administered the oath of office to Mr. Smyk.

D. Consideration of Resolution 2021-02 Electing Officers

Mr. Showe stated after each election we are required to have an election of officers.

On MOTION by Mr. Wong seconded by Mr. Giercyk with all in favor Resolution 2021-02 was approved reflecting the same slate of officers as follows: Jeffrey Smyk Chairman, Steve Giercyk Vice Chairman, Jason Showe Secretary, James Gregoire, Peter Wong, Betsy Burgos and George Flint Assistant Secretaries and Ariel Lovera Treasurer.

Ms. Burgos joined the meeting by telephone during this item.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the July 28, 2020 Meeting and Acceptance of the Minutes of the July 28, 2020 Audit Committee Meeting

On MOTION by Mr. Giercyk seconded by Mr. Wong with all in favor the July 28, 2020 meeting minutes were approved as presented and the July 28, 2020 Audit Committee meeting minutes were accepted.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with Berger Toombs Elam Gaines & Frank to Provide Auditing Services for Fiscal Year 2020

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the engagement letter with Berger Toombs to perform the Fiscal Year 2020 audit was approved.

SIXTH ORDER OF BUSINESS

Consideration of Aquatic Plant Management Agreement with Applied Aquatic Management, Inc.

On MOTION by Mr. Giercyk seconded by Mr. Smyk with all in favor the agreement with Applied Aquatic Management, Inc. for Fiscal Year 2021 at an annual cost of \$14,376.00 was approved.

SEVENTH ORDER OF BUSINESS

Discussion of Landscaping Proposals with Enviro Tree Service LLC (2)

Mr. Scheerer stated earlier in the year it was requested that I look at getting proposals to trim the oak trees and the other hardwoods along Narcoossee Road for Nona Crest, Nona Preserve, La Vina and Dowden Road. I believe Jason circulated a proposal for Nona Crest asking for any comments or questions and we didn't receive any. We had that approved and the work was completed. Enviro Tree trimmed all the street trees and all the trees between the sidewalk and the wall and any resident trees that hung over CDD wall property. It looks really good they did a great job. Included in the agenda package is a couple of proposals, the first one is for La Vina, one correction on that proposal it names 12 trees at \$200 each for \$2,400; that should not have been on there and that is not to be included in this proposal. They are listing 120 trees at a cost of \$125 each and that is every tree along the lake, along Dowden Road for all four of the communities including the trees between the sidewalk and the curb and that would take that price down to \$15,000. I don't know why it is such a big discrepancy but after this went out I got a price to do the same work on Dowden Road from Down to Earth, they use Briggs Tree Service and the wanted \$34,925 at a cost of \$275 per tree. The other proposal is for Nona Preserve, a total of 19 trees and that is including street trees from the gas line easement north to the end of the North Lake Park entrance and the cost to do that is \$5,750; we did get a price from Down to Earth for that too and it is a little more at \$5,775, but if the Board is to consider doing

this Enviro Tree would be our preferred vendor. They do a lot of work state-wide; they do a great job and I think their price is reasonable and fair and they completed the Nona Crest project in a timely fashion and the results speaks for itself.

Mr. Gregoire stated I recommend them I think they did a really nice job and there was very little interruption, and it looks great. Thanks for all the hard work everybody put in to getting that done.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the agreement with Enviro in the amount of \$15,000 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

i. Update on Fence Project

Mr. Malave stated the fence project is done.

C. Manager

i. Approval of Check Register

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

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

iii. Presentation of Arbitrage Rebate Calculation Report

Mr. Showe stated we are required to have this calculation made to make sure we are not earning more interest than we are paying on the bonds. As you can see there is no amount needed to be put in the rebate fund, which means we are in compliance.

D. Field Manager

Mr. Scheerer stated I have instructed the landscape company to make sure that all the entrances and everything that have trees that need to be trimmed in advance of any decorations to go up, will be done.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Giercyk stated the wax myrtles that hang over the sidewalk between Parcel H and the retention pond on the south side all along the sidewalk all need to be trimmed and once you get to the other end the same thing. Also, I think we have shrubs we have to put in along the fences that were put in on the east side.

Mr. Scheerer stated I thought we put bougainvillea in there, I will check.

Mr. Giercyk stated I want to make sure when they do the tree trimming, that they trim anything that hangs over the wall.

Mr. Scheerer stated there are no hardwoods at your entrance.

Mr. Giercyk stated there are some trees that hang over and I want to make sure those are included.

Mr. Scheerer stated I'm not sure those are included. Those are resident trees. We focused on just the main road. We have plenty of wiggle room in here if we need to do it. I will take a look at it but that is a fruit tree and to me that should be a violation letter from the HOA to the homeowner.

Mr. Showe stated the next meeting date is January 26, 2021 and we will keep you up to date as to location as we get closer.

On MOTION by Mr. Smyk seconded by Mr. Giercyk with all in favor the meeting adjourned at 3:27 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman