

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 26, 2019 at 3:00 p.m. at the Orange County Public 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
Peter Wong	Assistant Secretary by telephone
Betsy Burgos	Assistant Secretary

Also present were:

Jason Showe	District Manager
Roy Van Wyk	District Attorney
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 Supervisors

Mr. Showe being a notary public of the State of Florida administered the Oath of Office to Ms. Burgos and Mr. Gregoire.

B. Consideration of Resolution 2019-01 Electing Officers

On MOTION by Mr. Gregoire seconded by Mr. Giercyk with all in favor Resolution 2019-01 was approved reflecting the following officers: Jeffrey Smyk Chairman, Steve Giercyk Vice Chairman, Jason Showe Secretary, James Gregoire, Betsy Burgos, Peter Wong and George Flint Assistant Secretaries and Ariel Lovers Treasurer.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 13, 2018 Meeting

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

On MOTION by Mr. Smyk seconded by Ms. Burgos with all in favor the minutes of the November 13, 2018 meeting were approved, as amended.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2018 Audit Report

Mr. Showe gave an overview of the audit and stated there were no prior year findings, the District did not meet any financial emergency conditions, there were no recommendations and no findings and it is considered a clean audit.

On MOTION by Mr. Giercyk seconded by Ms. Burgos with all in favor the Fiscal Year 2018 Audit was accepted and staff authorized to transmit the final document to the State of Florida.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney – Discussion of Fees

Mr. Van Wyk stated last year we didn't raise our rates and this year we are bumping up the hourly rates a little bit, but we are not modifying the flat fee that we charge for meeting preparation and attendance. That number will stay the same as it has for the past eight years and if you assign projects to me those are at the hourly rate.

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

B. Engineer

i. Discussion of Proposal for Fence Project

Mr. Malave stated in your packet you have a copy of the proposal from Superior Fence and they bid the construction of the fence based on these plans that provide for six pieces, two on pond 1, two on pond 2, two on pond 3 and two on pond 4 on each extreme and there was a question Steve had about the cost to just do pond 1 from one corner to the other filling in that piece. That is 600 feet and based on the price we have from Superior Fence it is an additional 15 columns and the fencing between is approximately \$87,300.

Mr. Giercyk stated I need to see that has a hard proposal. Narcoossee is going to pick up the cost of the end pieces and all we are paying for as the HOA should we decide to do this is the piece in the middle. It sounds like the number is too high.

Mr. Malave stated there are columns in there.

Mr. Giercyk stated in 2017 we had a cost of \$91,000 to do everything from end to end on pond 1.

In the middle of the page it says fence style 5' tall commercial grade and we are talking about a 6' fence.

Mr. Malave stated the fence is supposed to be almost 6' and we will get the proposal modified.

Mr. Wong joined the meeting by conference call at this time.

Mr. Giercyk stated there are places where it slopes down significantly and you don't want people to try to jump over it as they come down the hill.

Mr. Malave stated I will confirm that with Superior Fence and it does say at the top 6' feet. There is a discrepancy between the two. If it is 6' do we go forward with them? I will get a final proposal for the HOA for the 600 feet.

Mr. Scheerer asked are there gates for Applied Aquatics to get to the ponds?

Mr. Giercyk stated there should be a gate in the part that the CDD is putting in; there has to be one on each retention pond.

Mr. Scheerer stated it has to be a double gate in order to accommodate a truck and boat. I know in Ziani there is an easement, but I don't think Tract C Pond we would be able to get the boat back between the two houses.

Mr. Malave stated we need to modify our bid to include a double gate.

Mr. Showe asked can you bring back the proposal to show the gates and the lakes individually?

Mr. Malave stated I will do that.

C. District Manager

Mr. Scheerer stated each community has in their budget various funding, in the case of Nona Crest it is for miscellaneous common area, LaVina has wall repair and cleaning and Nona Preserve has miscellaneous common area. We would like to get all the sidewalks, curbs as you approach the gates in these communities, pressure washed along with the median curbing around the islands, the walls and the EFIS caps for those that have the white foam EFIS. The biggest expense in all of this is the four communities of LaVina which is \$2,525, if you break out the cost but there is \$6,000 in the budget for wall repair and cleaning. The second biggest expense is Nona Preserve and that is because they have the longest section of wall, no EFIS, but they have the longest run of brick wall. We would like to get ahead of this before we get into the rainy season and get everything cleaned up. We are not doing the sidewalks on Narcoossee Road or Dowden Road. When we come out of Ziani we will come around the curve to the edge of the angle of the Ziani wall.

Ms. Burgos stated this is pressure washing. Do we cover painting for those exteriors?

Mr. Scheerer stated if they need to be painted, we can get them painted. We will look at all of them, right now we are just trying to get them clean and he will do a soft wash on the foam and get pricing to come back and paint them.

Mr. Showe stated each of the communities has enough in their budget to cover this. If we have consensus of the Board I think we can move forward with this, it is just regular maintenance.

Mr. Smyk stated in Nona Crest there is no mention of doing any of the actual walls.

Mr. Scheerer stated those were already done.

On MOTION by Mr. Gregoire seconded by Ms. Burgos with all in favor the proposal for pressure washing with Pressure Wash This, Inc., was approved.

i. Approval of Check Register

On MOTION by Ms. Burgos seconded by Mr. Giercyk with all in favor the check registers were approved.

ii. Balance Sheet and Income Statement

A copy of the financials was included in the agenda package.

Mr. Showe stated the next meeting is May 28th and we anticipate having the proposed budget at that meeting. Between now and then if you have any specific items you want added to your individual communities let Alan or me know and we can build those into the budget.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

Mr. Gregoire stated I would like to get an estimate to install a small monument wall in the center island in front of Nona Crest. If you drive down Narcoossee Road you will see that the Lake Nona Estates, Northlake Park, all the communities have these on their center island and I'm talking about something that is small that will complement the brick walls, maybe two brick columns and a piece of granite between them with the Nona Crest logo, just something to sort of break it up. For the past 16 years it has just been mulch. We just did a landscaping upgrade, which looks great, positioned that magnolia so that it is not in the way. I would like an estimate to do something small, something classy with lights on either side of it.

Mr. Scheerer stated I will grab Graham to come out and meet and sketch it and see what it looks like, get some ideas.

Mr. Giercyk stated as you come down Narcoossee Road and make the turn onto Dowden where the Wawa is there is a fountain out there that has not been operational for several months. Several letters have been sent to them asking why is not operational and we get no response. As a CDD that is in our District and we should understand why that fountain is not being maintained and kept functional and looking the way it is supposed to look.

Mr. Smyk asked does that have anything to do with the water supply?

Mr. Giercyk stated no.

Mr. Gregoire asked whose property is that fountain sitting on?

Mr. Giercyk stated that is in Parcel G. I know it is commercial property and there is a landlord but as the CDD we should have some authority to say if you are going to put it in you need to maintain it and make it work or maybe we have the right to take it over and charge them back on their assessment.

Mr. Van Wyk stated we can't do that. We can ask them to clean it up but there is nothing we can do about taking it over or fixing it.

Mr. Giercyk ask what authority does the CDD have on that property?

Mr. Van Wyk stated whatever interest they have in an easement or improvements that we have put into an easement that we have granted over a portion of property.

Mr. Showe stated it is similar to we don't have any authority over homes in the community if they don't cut their grass.

Mr. Giercyk stated originally that fountain was supposed to be at the entrance, halfway down the mall, right in the middle then they moved the fountain down to the end by the wall. There are other things that could be taken care of, in front of each storefront people just park in front of the store they are going in and those are accidents waiting to happen because there is a parking lot right across from it.

Mr. Smyk stated I think the city would have jurisdiction over that. I would be behind sending a letter to the owner or property management company.

On MOTION by Mr. Gregoire seconded by Ms. Burgos with all in favor the meeting adjourned at 3:40 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman