

**MINUTES OF MEETING
STONEGATE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stonegate Community Development District held a Regular Meeting on June 28, 2021 at 6:30 p.m., at the Malibu Bay Clubhouse, 1020 NE 34th Avenue, Homestead, Florida 33033.

Present at the meeting were:

Joe McGuinness	Chair
Alberto Eiras	Vice Chair
Mariela Figueroa	Assistant Secretary
Arthur Goessel	Assistant Secretary
Michael Granobles (via telephone)	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Michael Pawelczyk	District Counsel
Victor Castro	UNUS Property Management
Enrique Gutierrez	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 6:46 p.m.

Supervisors McGuinness, Figueroa, Eiras and Goessel were present, in person. Supervisor Granobles was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments: *non-agenda items*

Resident Enrique Gutierrez stated the new Clubhouse policy requires smartphones for access, which restricts him and his family from accessing the Clubhouse, as they do not own smartphones. He asked about other options, such as an access code or key fob access. The Property Manager stated, for an extra cost, key fobs could be provided to residents who do not own smartphones. This item would be discussed later in the meeting.

Mr. Gutierrez expressed his belief that the new landscapers are using Roundup® near the playground and homes, which is unsafe, as Roundup® is a known carcinogen that causes cancer. He asked that the policy be updated to allow for the use of organic pesticides and herbicides by the contractor. Mr. Castro would discuss this with the landscape maintenance company.

THIRD ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of May 31, 2021**
- B. Approval of May 11, 2021 Regular Meeting Minutes**

Mr. Rom presented the Consent Agenda Items.

A request was made to include the prior months numbers onto the monthly Unaudited Financial Statements to show the month-to-month variance. Mr. Rom stated he would relay the request to the Controller. Under "Special events", on Page 3, a request was made to add sub line items for the different events. Discussion ensued regarding the St. Patrick's Day expenses, creating a separate page for special events, the current budget and the Clubhouse Report. It was determined that this information would be provided along with the Property Manager's Report.

On MOTION by Mr. McGuinness and seconded by Ms. Figueroa, with all in favor, the Consent Agenda Items, as presented, were accepted and approved.

A Board Member asked for all invoices to be in English. Mr. Castro would notify the vendor.

FOURTH ORDER OF BUSINESS

Discussion/Consideration of Proposals

- A. Plans for Pool System Upgrade**

Mr. Castro stated he received an executed contract and the vendor is preparing a contract. He conferred with the owner earlier today, scheduled an on-site meeting with the contractor and hydraulic Engineer this week to commence the project and provided them with a site survey. An update would be provided at the next meeting.

Regarding whether Staff checked the property for leaks, as articulated on Page 2, Line 53 of the previous meeting minutes, Mr. Castro replied affirmatively. An irrigation company provided a \$6,600 proposal but Armando Garcia Land Services, Inc., made the repairs for \$250. Mr. Castro and Mr. Rom gave updates on the hiring of a handyman, fence removal and the pool deck.

B. Options for Royal Palms on Pool Deck

Regarding whether there were sufficient funds in capital projects to incorporate removing some of the palms on the pool deck as part of the extension of the pool pavers, Mr. Rom stated the existing capital projects were at or slight exceeded the budget so capital project funds are not available. He presented the three Royal Palm pool deck options and the costs. Discussion ensued regarding replacing and removing the palms and Option 1, which was the mesh option.

C. Summer Pool Attendant

Mr. Castro stated he hired a pool attendant out of necessity and is covering the expense but he would appreciate the Board's support. Discussion ensued regarding the number of attendants needed, pool use data collection, pool attendant rates and hours. Ms. Figueroa asked when the attendant started. Mr. Castro replied one week ago. Discussion ensued regarding a not-to-exceed (NTE) amount and the new attendant's duties and work schedule. The consensus was to approve a NTE amount of \$5,000 for the remainder of the summer and for additional data to be presented at the August meeting for consideration of retroactive compensation.

On MOTION by Mr. McGuinness and seconded by Mr. Goessel, with all in favor, setting a NTE amount of \$5,000 for pool attendant compensation, five days per week, for the remainder of the summer and authorizing District Counsel to draft an Agreement, was approved.

D. Pool Pump Repair

Mr. Rom presented the \$2,950 M&M Pool & Spa Services invoice for ratification. Mr. Castro stated a new electrical pump motor was installed. He reported that there was a power outage on Monday, June 14th that damaged the fire alarm relay, two pumps, the breaker and switched off the new A/C unit. Asked if another estimate was obtained, Mr. Castro stated Staff

had to act quickly because there was an upcoming event at the pool but he felt that the estimate was reasonable.

On MOTION by Mr. Goessel and seconded by Mr. Granobles, with all in favor, the M&M Pool & Spa Services invoice, in the amount of \$2,950, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Cost Increase to Armando Garcia Land Service, Inc., Landscape Maintenance Services Agreement

Mr. Rom presented the Armando Garcia Land Service, Inc., Landscape Maintenance Services Agreement. Mr. Castro stated the increase was being requested because costs are increasing. Asked about the services, Mr. Rom stated the scope of work would stay the same.

On MOTION by Mr. Goessel and seconded by Mr. McGuinness, with all in favor, the increase to the Armando Garcia Land Service, Inc., Landscape Maintenance Services Agreement, increasing the contract amount to \$81,868, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-06, Designating Dates, Times and Locations for the Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Rom presented Resolution 2021-06. The meeting schedule was distributed.

Asked when construction of the patio would commence, Mr. Castro stated the plan was to commence construction in the winter of 2021 and continue into 2022. Discussion ensued regarding construction updates, the capital project budget and the meeting schedule.

On MOTION by Mr. Goessel and seconded by Mr. McGuinness, with all in favor, Resolution 2021-06, Designating Dates, Times and Locations for the Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2020, Prepared by Grau & Associates

Mr. Rom presented the Audited Financial Report for the Fiscal Year Ended September 30, 2019 and summarized that there were no findings, recommendations, deficiencies on internal control or instances of noncompliance; it was a clean audit.

Mr. Goessel asked if the Auditor is paid an additional fee to report that there are no findings. Mr. Pawelczyk stated the District pays the Auditor to perform an independent audit, pursuant to Florida Statues. Discussion ensued regarding internal changes in Management in Fiscal Year 2021, internal controls, the Independent Auditor’s Report on Pages 1 and 2 and the Report to Management on Page 28.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2021-07, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2020

Mr. Rom presented Resolution 2021-07.

On MOTION by Ms. Figueroa and seconded by Mr. Goessel, with all in favor, Resolution 2021-07, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2020, was adopted.

NINTH ORDER OF BUSINESS

Staff Reports

A. Operations Manager: *UNUS Property Management*

Mr. Castro presented the Property Management Report and highlighted the following:

- Service switched to Comcast, which is \$50 less per month and has 4 times the speed.
- The monthly AT&T bill would be reduced to a flat \$560 fee, going forward.
- A \$1,279 system upgrade with ADT will be split into four payments of \$319 and the monthly bill will be reduced from \$195 to \$57.
- The water leak was repaired.

➤ \$3,720 was collected from party rentals and an additional \$2,480 is projected through mid-October.

Mr. Castro asked if new Clubhouse furniture could be purchased with the \$6,200 in rental revenues that would be collected by October. Discussion ensued regarding the Clubhouse party schedule, how to expend the collected revenue, potential improvement projects, modular furniture, visiting a neighboring Clubhouse for interior decorating ideas, local furniture stores and the budget.

Regarding masks, Mr. Castro asked if an honor system could be used for vaccinated guests and staff. The consensus was to change the verbiage of the mask policy, per CDC guidelines. Ms. Figueroa suggested copying a standard sign verbiage that local retailers are using at their entrances. Mr. Castro responded to questions regarding the July 4th festivities.

➤ Key fobs would be provided to residents upon requests.

The Board and staff discussed how to control the key fobs and how much to charge residents. The consensus was to provide one free key fob per unit, upon request, and charge \$10 for replacement and additional fobs.

➤ An access system was created and staff was in the process of updating everyone.

B. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*

There being no report, the next item followed.

C. District Engineer: *Alvarez Engineers*

There being no report, the next item followed.

D. District Manager: *Wrathell, Hunt and Associates, LLC*

I. Update: Fiscal Year 2022 Proposed Budget

Mr. Rom presented an updated proposed Fiscal Year 2022 budget. He reviewed the adjusted line items, including landscape maintenance, tree maintenance, irrigation repairs, playground maintenance and electrical repairs. "Clubhouse", on Page 6, contained various updates, including the new handyman costs, gym maintenance, wall paint and repairs, Wi-Fi system upgrade and camera and pressure cleaning. "Capital Outlay", on Page 3, reflected a reduction from \$60,000 to \$30,000, Pool system upgrade was reduced to \$175,000 and the Unassigned Fund balance was reduced to offset the assessment increase.

Mr. Rom discussed the updated “Assessment Comparison”, on Page 13. Mr. McGuinness stated the Board previously approved the proposed Fiscal Year 2022 budget, as amended, with no assessment increase. Mr. Rom recalled that the objective would be no assessment increase but that a reasonable increase would be considered, given the key line items that are driving the potential assessment increases. The Board and Staff discussed making additional adjustments, including eliminating the Wi-Fi system upgrade and camera at \$30,000, reducing the Unassigned fund balance by \$12,700, changes to the working capital amount and deferring the roof replacement. Mr. Rom would revise the proposed Fiscal Year 2022 budget further to eliminate the assessment increase and include this on the next agenda.

The following items would be included on future agendas:

- Special Events Expense Budget Report
- Monthly Pool/Fitness Report (with the number of daily users)

II. 1,568 Registered Voters in District as of April 15, 2021

There were 1,568 registered voters residing within the District as of April 15, 2021.

III. NEXT MEETING DATE: August 9, 2021 at 6:30 P.M.

- **QUORUM CHECK**

The next meeting would be held on August 9, 2021 at 6:30 p.m.

TENTH ORDER OF BUSINESS

Supervisors’ Requests

There being no Supervisor’s request, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

On MOTION by Mr. McGuinness and seconded by Ms. Figueroa, with all in favor, the meeting adjourned at approximately 8:51 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair