

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

SPRING LAKE COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of Spring Lake Community Development District was held on **Monday, February 7, 2023, at 6:32 p.m.** at the Clubhouse at Lake Lucaya Club, located 11305 Lake Lucaya Drive, Riverview, Florida 33579.

Present and constituting a quorum were:

Warren Keipper	Board Supervisor, Chairman
Ruth Brown	Board Supervisor, Vice Chairman
Lynn Adams	Board Supervisor, Assistant Secretary
Ken Hoefle	Board Supervisor, Assistant Secretary
Bill Kidwell	Board Supervisor, Assistant Secretary

Also present were:

Eric Dailey	District Manager, Halifax Solutions, LLC.
Michael Eckert*	District Counsel, Kutak Rock, LLP
Kate John*	District Counsel, Kutak Rock, LLP
Phil Chang	District Engineer, Johnson Engineering
Steven Horan	Field Services, CorLin Services, LLC.

Audience	Present
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Note (*) – Attended via conference call.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Dailey called the meeting to order at 6:32 p.m. and conducted roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Oath of Newly Elected Supervisors

45 Mr. Dailey stated for the record he is a public notary in the state of Florida and is
46 authorized to administer the Oath of Office. Mr. Dailey stated he administered the Oath
47 of Office to both Mr. Keipper and Mr. Hoefle prior to the start of the meeting.

48
49 Mr. Dailey asked Mr. Keipper and Mr. Hoefle if they would like to wave or accept
50 compensation of up to \$200.00 per meeting totally a maximum available of \$4,800.00 per
51 year. Mr. Keipper and Mr. Hoefle both agreed to accept compensation.

52
53 Mr. Dailey asked if either Mr. Keipper or Mr. Hoefle had any questions about
54 continuing to serve in their elected positions as Supervisors. They both stated they did
55 not.

56
57
58 **THIRD ORDER OF BUSINESS**

**Appointing A Supervisor to Vacant
Seat Two and Administering Oath of
Office**

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61
62 Mr. Dailey stated the Board previously adopted Resolution 2032-01, Declaring a
63 Vacancy in Seat 2 on the Board Of Supervisors. Mr. Dailey stated at this time it would be
64 appropriate for the Board to discuss how they wish to proceed with filling this vacancy.

65
66 The Board discussed appointing Mr. Adams to continue serving in Seat 2 since he
67 was appointing to fill the same vacancy in September when the previous Supervisor Ms.
68 Nieves resigned.

69
70 **On a Motion by Ms. Brown seconded by Mr. Hoefle, with all in favor, the Board approved**
71 **appointing Lynn Adams to fill the vacancy for Seat Two with a term of November 2022 to**
72 **November 2026, for Spring Lake Community Development District.**

73
74 Mr. Dailey stated for the record he is a public notary in the state of Florida and is
75 authorized to administer the Oath of Office. Mr. Dailey administered the Oath of Office to
76 Mr. Adams.

77
78 Mr. Dailey asked Mr. Adams would like to wave or accept compensation of up to
79 \$200.00 per meeting totaling a maximum available of \$4,800.00 per year. Mr. Adams
80 agreed to accept compensation.

81
82 Mr. Dailey asked Mr. Adams if he had any questions about continuing to serve in
83 this appointed position as Supervisor. Mr. Adams stated he did not.

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86 **FOURTH ORDER OF BUSINESS**

AUDIENCE COMMENTS

87
88 Mr. Dailey asked if there were any audience comments.
89

90 Ms. Adams asked about the sod being replaced along Emerald Shore Drive with
91 Bahia. Mr. Horan stated that Bahia is what was originally installed in certain areas in the
92 District, and this is one of them.

93
94 Mr. Perry asked what the plans are for ongoing park maintenance and renovations.
95 Mr. Dailey stated they will have proposals for replacing the two picnic tables at the next
96 meeting. Mr. Dailey also stated they are looking at options for the sod upkeep and
97 replacement.

98
99 Ms. Watt asked if the District could install a sidewalk from Emerald Shore Drive to
100 the clubhouse through the grass area. Mr. Keipper stated the District cannot install a
101 sidewalk on private property, but the HOA can make a request for an easement to install
102 one across District property into HOA property.

103
104 Mr. Dailey asked if there were any further comments and there were none.

105
106
107 **FIFTH ORDER OF BUSINESS**

STAFF REPORTS

108
109 **A. Field Management Services**

110
111 Mr. Horan presented a proposal from Brook to pressure wash the tower entrance
112 monument. Mr. Dailey stated once they get the monument cleaned, they can then
113 have vendors propose for any repairs and painting required.

114
115 Since this was a walk-on agenda item Mr. Dailey asked if there was any audience
116 comment and there was none.

117
118 **On a Motion by Mr. Keipper seconded by Mr. Hoefle, with all in favor, the Board approved**
119 **the Brook pressure washing proposal for \$495.00 for the tower entrance monument**
120 **cleaning, for Spring Lake Community Development District.**

121
122 Mr. Horan stated he has repaired four (4) of the park benches and there is one (1)
123 more, but he wants the Board to clarify on the materials to use going forward once
124 they pick the type of replacement picnic tables.

125
126 Mr. Horan stated all the fence repairs that have been reported have been made,
127 but stated there may be more since residents are finally reporting them to the Mr.
128 Dailey.

129
130 Mr. Dailey asked the Board if they had any other questions or comments for Mr.
131 Horan. The Board had none.

132
133
134
135

136 **B. District Engineer**

137
138 Mr. Chang stated he has no updates besides the proposals to discuss under
139 Business Items in the agenda.

140
141 Mr. Chang asked the Board if they had any other questions or comments. The
142 Board had none.

143
144 **C. District Counsel**

145
146 Mr. Eckert stated he has no updates besides the topics to discuss under Business
147 Items in the agenda.

148
149 Mr. Eckert asked the Board if they had any other questions or comments. The
150 Board had none.

151
152 **D. District Manager**

153
154 Mr. Dailey reviewed the Action Item List with the Board, and they had no questions
155 or comments.

156
157 Mr. Dailey stated both Yellowstone and Mr. Toborg will be at the next meeting to
158 address their landscape and irrigation reports.

159
160 Mr. Dailey stated an updated DR-14 tax exempt certificate has been provided to
161 TECO and they will be crediting the District \$10,573.18 for sales tax paid going
162 back to March 2022.

163
164 Mr. Dailey stated TECO is coming out to review the streetlight counts and contracts
165 this month and once that is done, they will provide an update to him. Ms. Brown
166 asked about making sure we can have one contract for the District streetlights once
167 this is sorted out.

168
169 Mr. Dailey stated he received a proposal from Nvirotect to treat moles around pond
170 4. Mr. Dailey stated Yellowstone has already started treating their food source in
171 this area.

172
173 Since this was a walk-on agenda item Mr. Dailey asked if there was any audience
174 comment. Ms. Rand asked if this was to address the prior moles issues, Mr. Dailey
175 and Mr. Horan stated this is a new area and the one by the park is currently being
176 treated.

177

178

179

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181

On a Motion by Ms. Brown seconded by Mr. Keipper, with all in favor, the Board approved the proposal from Nvirotect for mole treatment around pond 4 for \$489 per month, for Spring Lake Community Development District.

182 Mr. Dailey reminded the Board the next meeting will be on Monday, February 20,
183 2023, at 6:30 pm at the clubhouse.

184
185 Mr. Dailey asked the Board if they had any other questions or comments. The
186 Board had none.

187
188 **SIXTH ORDER OF BUSINESS** **Consent Agenda Items/Business**
189 **Administration**

190
191 Mr. Dailey asked if the Board had any questions regarding the consent agenda
192 items. The Board had none.

193
194 On a Motion by Mr. Keipper seconded by Mr. Kidwell, with all in favor, the Board approved
195 the consent agenda items with the amended minutes as noted, for Spring Lake
196 Community Development District.

197
198
199 **SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2023-05,**
200 **Appointing Officers**

201
202 Mr. Dailey reviewed Resolution 2023-05, Appointing Officers with the Board.

203
204 On a Motion by Mr. Kidwell, seconded by Mr. Adams, with all in favor, the Board appointed
205 Mr. Keipper as Chairman, Ms. Brown as Vice Chairman and Mr. Kidwell, Mr. Adams, and
206 Mr. Hoefle as Assistant Secretaries, for Spring Lake Community Development District.

207
208
209 **EIGHTH ORDER OF BUSINESS** **Ratification of Contract for Nvirotect**
210 **for Pest Control Services**

211
212 Mr. Dailey asked the Board to ratify the Nvirotect contract for mole treatment
213 around pond 4 monthly for \$489.00.

214
215 On a Motion by Ms. Brown, seconded by Mr. Hoefle, with all in favor, the Board ratified the
216 contract with Nvirotect for Pest Control Services for \$489.00 per month, for Spring Lake
217 Community Development District.

218
219
220 **NINTH ORDER OF BUSINESS** **Consideration of Assignment of**
221 **Cardno Contract to Stantec Consulting**
222 **Services**

223
224 Mr. Dailey presented the assignment of the Assignment of Cardno Contract

225 to Stantec Consulting Services. Mr. Eckert stated he had no issues with the form of the
226 letter of assignment to execute.
227

228 On a Motion by Mr. Hoefle, seconded by Mr. Adams, with all in favor, the Board approved
229 the Assignment of Cardno Contract to Stantec Consulting Services, for Spring Lake
230 Community Development District.

231
232 Mr. Dailey stated Stantec Consulting Services is working on an updated scope of
233 services for next fiscal year due to a reduction in services required on the mitigation side
234 of the contract.
235

236
237 **TENTH ORDER OF BUSINESS** **Discussion on FEMA Process for Lake**
238 **Bank Erosion Repairs Project**
239

240 Ms. Brown provided the Board with a review of the FEMA process with a
241 presentation and where they stand as of today. Ms. Brown stated that FEMA cannot give
242 the District an answer on if they will qualify for the funds to not only make the repairs but
243 also included the option of the preventative measures to protect against future damage.
244 Ms. Brown recommend to not have staff put any more time into the FEMA process and
245 she would continue on her own time to save the District added costs. Ms. Brown also
246 stated that she recommends moving forward with having Mr. Chang proceed with the
247 proposal process so they can collect pricing for repair options.
248

249 Mr. Adams stated he agreed with Ms. Brown's recommendation and would
250 continue to work with Mr. Chang on collecting proposals for the repairs.
251

252 Mr. Eckert reviewed the requirements for collecting proposals versus a formal RFP
253 and stated his costs would be an estimated \$1,500.00 to \$2,000.00 for a formal RFP
254 process.
255

256 The Board discussed the bidding options and directed Mr. Chang to moved forward
257 with providing a formal work authorization for his time to handle the bidding process and
258 project management. The Board also directed Mr. Chang to provide a draft form of the
259 proposal for the project at the next Board meeting.
260

261
262
263 **ELEVENTH ORDER OF BUSINESS** **Presentation of Johnson Engineering**
264 **Survey to Locate Fence/Wall at NE**
265 **Corner of District**
266

267 Mr. Chang reviewed the Johnson Engineering Survey to Locate Fence/Wall at NE
268 Corner of District for the Board. Mr. Chang stated they did locate a small access point,
269 but it would not be very suitable to make any repairs along the fence line on the District
270 side.

