

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 regular meeting of the Board of Supervisors of Spring Lake Community Development District was held on **Tuesday, July 23, 2024, at 6:30 p.m.** at the Clubhouse at Lake Lucaya Club, located at 11305 Lake Lucaya Drive, Riverview, Florida 33579.

Present and constituting a quorum were:

Warren Keipper	Board Supervisor, Chairman
Ruth Brown	Board Supervisor, Vice Chairman
Ken Hoefle	Board Supervisor, Assistant Secretary
Bill Kidwell	Board Supervisor, Assistant Secretary
Hovhannes Mouradian	Board Supervisor, Assistant Secretary

Also present were:

Eric Dailey	District Manager, Halifax Solutions, LLC
Michael Eckert*	District Counsel, Kutak Rock, LLP
Stephen Brletic	Interim District Engineer, Brletic Dvorak, Inc.
Steven Horan	Field Services, CorLin Services, LLC
John Toborg	Manager, Inspection Services, Rizzetta & Company
Joe Amarosa	Director of Maintenance, ASI Landscape Management
Jeff Myers	Account Manager, ASI Landscape Management
Brad Cole	Owner, Outdoor Lighting Perspectives – Brandon

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 6:30 p.m. and conducted roll call, confirming that a quorum was present.

Second Order of Business

Audience Comments

Mr. Dailey asked if there were any audience comments and there were none.

47 **Third Order of Business**

**Consideration of Letter of Resignation
from Johnson Engineering, Inc.**

48
49

50 Mr. Dailey asked the Board if they would consider the agenda items related to the
51 District Engineer since Mr. Brletic needed to leave the meeting shortly. The Board agreed
52 and Mr. Dailey proceeded with the items in order as presented on the agenda.

53

54 Mr. Dailey presented Business Item A, Consideration of Letter of Resignation
55 from Johnson Engineering, Inc. Mr. Dailey stated that they have received all the records
56 for Mr. Chang along with the final invoice for his services.

57

58 On a Motion by Ms. Brown seconded by Mr. Keipper, with all in favor, the Board accepted
59 the Letter of Resignation from Johnson Engineering as District Engineer dated July 2,
60 2024, for Spring Lake Community Development District.

61

62

63 **Fourth Order of Business**

**Consideration of Proposal from BDi for
Interim District Engineering Services**

64

65

66 Mr. Dailey explained that Mr. Keipper under his authority as Chairman executed a
67 work authorization with BDi not-to-exceed \$5,000.00 for engineering services to address
68 some items that were needed for this meeting and to manage the wall painting project.

69

70 Mr. Dailey explained that the District would need to engage an Interim District
71 Engineer while they go through the RFQ for District Engineering Services. Mr. Dailey
72 stated that the contract would be for a not-to-exceed \$30,000.00.

73

74 Mr. Dailey introduced Mr. Brletic, and he presented the BDi proposal and his
75 company's experience with other Districts in the area. The Board asked Mr. Brletic some
76 questions related to his proposal and qualifications.

77

78 On a Motion by Mr. Kidwell seconded by Mr. Hoefle, with all in favor, the Board the BDi
79 proposal for Interim District Engineering Services not-to-exceed \$30,000.00, for Spring
80 Lake Community Development District.

81

82

83 **Fifth Order of Business**

**Authorization of RFQ for District
Engineering Services**

84

85

86 Mr. Eckert explained the process for the RFQ for District Engineering Services to
87 the Board and asked if there were any questions. The Board had no questions.

88

89 Mr. Dailey stated he will place the advertisement for the RFQ so they can have the
90 proposals back by the August or September Board meeting based on the newspaper
91 timeline and proposal submission requirements.

92 On a Motion by Mr. Keipper seconded by Mr. Kidwell, with all in favor, the Board authorized
93 the RFQ for District Engineering Services, for Spring Lake Community Development
94 District.

95
96
97 **Sixth Order of Business**

Staff Reports

98
99 **A. District Engineer**

100
101 Mr. Brletic stated that they did an inspection of the wall painting projects and things
102 look good so far. Mr. Kidwell stated that some of the caps were not painted and
103 asked Mr. Brletic to review them with the contractor.

104
105 Mr. Brletic stated that he will review the permits for the stormwater and mitigation
106 area behind the townhomes related to the letter from SWFWMD.

107
108 Mr. Brletic stated that they inspected the curbing at 11337 Lake Lucaya Drive and
109 that it does affect the stormwater drainage owned by the District and needs to be
110 repaired.

111
112 The Board discussed how to work with the HOA to be notified of potential resident
113 projects that could possibly cause damage to these curbs with heavy equipment
114 driving over them before they approve them. Mr. Horan stated that he will be doing
115 an inspection of the District owned curbing behind the gates so they can have a
116 base line to start from.

117
118 Mr. Brletic stated that he reviewed the pedestrian gate with Mr. Horan, and they
119 will be working on proposals to make the changes the Board has requested and
120 stay in ADA compliance.

121
122 Mr. Brletic asked the Board if they had any other questions. The Board has none
123 and Mr. Brletic left the meeting.

124
125
126 **Seventh Order of Business**

**Consent Agenda Items/Business
Administration**

127
128
129 Mr. Dailey noted that there were some changes to the minutes provided by Ms.
130 Brown. Mr. Dailey also stated that there was a credit provided for the La Gaceta invoice
131 for \$203.50 to the District.

132
133 Mr. Dailey asked if the Board had any questions regarding the consent agenda
134 items. There we none.

135

136 On a Motion by Ms. Brown seconded by Mr. Kidwell, with all in favor, the Board approved
137 the consent agenda items with the changes to the meeting minutes for May 28, 2024 as
138 presented, for Spring Lake Community Development District.

139
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141 **Eighth Order of Business**

Staff Reports

142
143 **A. Aquatics Maintenance**

144 Mr. Dailey reviewed the report with the Board and there were no questions or
145 comments.
146

147
148 Mr. Dailey stated that Stantec will be providing a proposal for the next fiscal year
149 with a major increase effective October 1, 2024. Mr. Dailey stated that he has
150 contacted two vendors that will be submitting proposals to present at the August
151 Board meeting.
152

153 **B. Landscape Inspection Services**

154
155 Mr. Toborg reviewed the Landscape Inspection report provided in the agenda with
156 the Board.
157

158 Mr. Dailey asked the Board if they had any further questions regarding the report.
159 The Board had no further questions.
160

161 **C. Landscape and Irrigation Services**

162
163 Mr. Myers provided his updates to the Board from Mr. Toborg's report that he
164 emailed to Mr. Dailey prior to the meeting.
165

166 Mr. Kidwell asked for a proposal to replace the hedges that were removed at the
167 Parkside entrance to clean and paint the wall.
168

169 Ms. Brown asked for a proposal to enhance the center island at the Parkside
170 entrance.
171

172 Mr. Dailey asked the Board if they would like to discuss Business Item D,
173 Consideration of Proposals for RFP for Landscape and Irrigation Maintenance
174 Services since this is the last agenda item related to landscape and irrigation
175 maintenance.
176

177 The Board agreed and Mr. Eckert explained the confusion with bid opening related
178 to the RFP for Landscape and Irrigation Maintenance Services since the District
179 only received one proposal from ASI Landscape Management. Mr. Eckert stated
180 that the proposal should have been opened at the noticed public meeting, but it

181 was not. Mr. Toborg apologized to the Board for the error. Mr. Eckert asked the
182 Board to terminate the RFP process due to this defect.
183

184 On a Motion by Ms. Brown seconded by Mr. Keipper, with all in favor, the Board terminated
185 the RFP for Landscape and Irrigation Maintenance Services process, for Spring Lake
186 Community Development District.

187
188 Mr. Eckert explained that the Board could choose to go back out for RFP or
189 consider the ASI Landscape Management proposal which is under the bidding
190 threshold for a one-year contract.
191

192 Mr. Dailey stated that he discussed with Mr. Eckert and Mr. Keipper the option of
193 Mr. Keipper meeting with ASI Landscape Management to see if they could come
194 up with some alternative bid options to present to the Board. Mr. Eckert stated
195 there were no issues with this so Mr. Keipper met with them to discuss options.
196

197 Mr. Amarosa presented the alternative bid from ASI Landscape Management to
198 the Board. Mr. Amarosa explained that palm tree trimming was removed from the
199 scope of work along with excluding fertilizer for the Bahia turf and Sabal palms.
200 Mr. Amarosa explained this would bring the contract to \$191,792.00 for a one-year
201 term starting on October 1, 2024.
202

203 Mr. Amarosa explained that OTC injections, palm trimming, mulching and the
204 annuals will all be additional services and not part of the maintenance contract.
205

206 Mr. Eckert explained that the Board would be required to request proposals for the
207 mulching and palm trimming which are outside of the maintenance contract if they
208 wished to proceed with those additional services.
209

210 The Board discussed the alternative bid and agreed it was in the best interest of
211 the District to proceed with this option for the next fiscal year. The Board stated
212 they were pleased with the work done by ASI Landscape Management since they
213 took over last year.
214

215 On a Motion by Ms. Brown seconded by Mr. Hoefle, with all in favor, the Board approved
216 the alternate bid proposal as presented from ASI Landscape Management for
217 \$191,792.00 for one-year starting October 1, 2024, for Spring Lake Community
218 Development District.

219
220 **D. Field Management Services**
221

222 Mr. Horan asked the Board if they would be willing to consider Business Item J,
223 the proposal from Outdoor Lighting Perspectives of Brandon, since Mr. Cole was
224 present to do a demonstration. The Board agreed and Mr. Cole presented the
225 lighting options and proposal.

226 The Board discussed the timing of the project and the inclusion of the lift to hang
227 and remove the holiday decorations on the monument.
228

229 On a Motion by Mr. Kidwell seconded by Mr. Hoefle, with all in favor, the Board approved
230 the proposal from Outdoor Lighting Perspectives of Brandon for the entry monument
231 lighting package for \$4,787.00, for Spring Lake Community Development District.

232
233 Mr. Horan provided the following updates to the Board:
234

- 235 • The playground rules sign has been put back up and relocated.
- 236 • The swing has been repaired.
- 237 • The wall painting should be done next week.
- 238 • He will start working on a curb inventory for the ones behind the gates as
239 previously discussed.
240

241 Mr. Horan asked the Board if they had any other questions or comments. The
242 Board had none.
243

244 **E. District Counsel**

245
246 Mr. Eckert stated he had no report for the Board at this time. Mr. Eckert asked the
247 Board if they had any questions or comments. The Board had none.
248

249 **F. District Manager**

250
251 Mr. Dailey reviewed the Action Item List with the Board, and they had no questions
252 or comments.
253

254 Mr. Dailey reminded the Board the next meeting will be on Tuesday, August 27,
255 2024, at 6:30 pm at the clubhouse.
256

257 Mr. Dailey stated that Mr. Eckert will present the new annual planning requirements
258 at the August Board meeting.
259

260 Mr. Dailey asked the Board if they had any other questions or comments. Mr.
261 Hoefle noted he will not be attending the August meeting.
262

263
264 **Ninth Order of Business** **Consideration of Resolution 2025-05,**
265 **Appointing an Assistant Secretary**
266

267 Mr. Dailey presented Resolution 2025-05, Appointing an Assistant Secretary to the
268 Board. Mr. Dailey explained this resolution would appoint Mr. Mouradian as an Assistant
269 Secretary.
270

271 On a Motion by Mr. Keipper, seconded by Mr. Kidwell, with all in favor, the Board approved
272 Resolution 2025-05, Appointing an Assistant Secretary and naming Mr. Mouradian, for
273 Spring Lake Community Development District.

274
275 Mr. Dailey asked Mr. Mouradian if he would like to accept or waive compensation
276 of \$200.00 per meeting up to \$4,800.00 per year. Mr. Mouradian accepted compensation.
277

278
279 **Tenth Order of Business** **Consideration of Resolution 2024-06,**
280 **Setting the Dates, Time, and Location**
281 **for Regular Meetings for FY 2024-2025**
282

283 Mr. Dailey presented Resolution 2024-06, Setting the Dates, Time, and Location
284 for Regular Meetings for FY 2024-2025. Mr. Dailey stated this meeting schedule is for ten
285 (10) meetings as previously discussed. Mr. Dailey stated that this does not include a
286 December meeting, and the Board would need to decide to either remove the May or
287 June meeting. Mr. Dailey also stated there is an issue with the normal November meeting
288 date as it falls on the week of Thanksgiving.

289
290 The Board discussed options and decided to not schedule a meeting for November
291 but instead have one on December 2, 2024. The Board also decided to keep both the
292 May and June meeting dates and cancel one of them as they get closer next year.
293

294 On a Motion by Mr. Kidwell, seconded by Mr. Keipper, with all in favor, the Board approved
295 Resolution 2024-06, Setting the Dates, Time, and Location for Regular Meetings for
296 Fiscal Year 2024-2025, for Spring Lake Community Development District.

297
298
299 **Eleventh Order of Business** **Public Hearing on Fiscal Year 2024-**
300 **2025 Budget**
301

302 Mr. Dailey stated on the record that the Public Hearing for the Fiscal Year 2024-
303 2025 Budget has been properly noticed.

304
305 Mr. Dailey asked for a motion to open the Public Hearing.
306

307 On a Motion by Ms. Brown seconded by Mr. Keipper, with all in favor, the Board opened
308 the Public Hearing on the Fiscal Year 2024-2025 Budget, for Spring Lake Community
309 Development District.

310
311 Mr. Dailey reviewed the updated year to date budget numbers with the Board. Mr.
312 Dailey stated the assessments will remain the same for the residents as was previously
313 approved by the Board with the proposed budget.
314

Fourteenth Order of Business

Supervisor Requests

Mr. Dailey asked if there were any Supervisors Requests.

Mr. Mouradian asked about a bike rack at the Seafoam gate and the pedestrian gate. The Board stated that they would need to see what property might be available and owned by the District before considering this project.

Mr. Mouradian asked about the gate numbers and Ms. Brown stated that would be an HOA question.

Ms. Brown thanked Mr. Kidwell, Mr. Keipper and Mr. Horan for all their work outside the meetings to get these projects done.

Ms. Brown stated that she is working with the county as a resident on getting a traffic light at the corner of Rhodine and Summerfield.

Mr. Hoefle stated that he would like to see a cover for the children at the bus stops.

Mr. Dailey asked if there were any further Supervisor Requests and there were none.

Fifteenth Order of Business

Adjournment

On a Motion by Mr. Kidwell, seconded by Mr. Hoefle with all in favor, the Board adjourned the meeting at 9: 21 p.m., for Spring Lake Community Development District.


Secretary/Assistant Secretary


Chairman/ Vice Chairman