

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, May 3, 2022, at 6:33 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 |
| Bill Kidman | Board Supervisor, Assistant Secretary |
| Chrissy Nieves | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-----------------|--|
| Eric Dailey | District Manager, Halifax Solutions, LLC. |
| Michael Eckert* | District Counsel, Kutak Rock, LLP |
| Phil Chang | District Engineer, Johnson Engineering |
| John Toborg | Field Services Manager, Rizzetta & Company, Inc. |
| Steve Horan | On-Site Supervisor HOA |
| Tyree Brown | Branch Manager, BrightView Landscape Services |
| Greg Funk | Account Manager, BrightView Landscape Services |

| | |
|----------|---------|
| Audience | Present |
|----------|---------|

Note (*) – Attended via conference call.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Dailey called the meeting to order and conducted roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Dailey asked if there were any audience comments on the agenda items, there were none.

THIRD ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

Mr. Toborg said he will be scheduling his first landscape inspection in the next few weeks on May 26, 2022 and then they will be the third Thursday of each month moving forward.

B. District Engineer

Mr. Chang updated the Board that he collected three proposals for the Nora Grant embankment repairs and will have them for the June meeting.

C. District Counsel

Mr. Eckert updated the Board the Meritus has never gotten back to him on the Dissemination Agent Services. Mr. Eckert stated he is disappointed he keeps getting no response and will work with Mr. Dailey to see if they can figure out what the District has paid for.

D. District Manager

Mr. Dailey asked the Board if they have any questions or comments on the Park & Playground Report as presented. Mr. Keipper asked if the swing was repaired, and Mr. Horan stated yes it has.

Mr. Dailey reminded the Board the next meeting will be on Tuesday, June 7, 2022, and asked them if they would like to cancel it since they schedule another meeting for June 20, 2022 at 6:30 pm.

On a Motion by Mr. Kidwell, seconded by Mr. Keipper, with all in favor, the Board approved cancelling the June 7, 2022 Board of Supervisors Meeting, for Spring Lake Community Development District.

Mr. Dailey stated he will start an Action Item List for the next Board meeting in June.

FOURTH ORDER OF BUSINESS

Consent Agenda Items/Business Administration

Mr. Dailey asked if the Board had any questions regarding the consent agenda items. The Board had no questions or comments.

91 On a Motion by Mr. Keipper, seconded by Mr. Kidwell, with all in favor, the Board approved
92 the consent agenda items, for Spring Lake Community Development District.

93
94
95 **FIFTH ORDER OF BUSINESS**

**Consideration of Request for Proposal
Package for Landscape and Irrigation
Maintenance Services**

96
97
98
99 Mr. Toborg handed out printed copies of the draft RFP for discussion. The Board
100 noted some minor changes to a few items and set the schedule for the RFP process.
101

102 On a Motion by Mr. Kidwell, seconded by Mr. Keipper, with all in favor, the Board approved
103 the Request for Proposal Package for Landscape and Irrigation Maintenance Services
104 with the changes noted, for Spring Lake Community Development District.

105
106 Mr. Dailey noted there may be some minor changes to the contract once Mr. Eckert
107 reviews since this was the first time, he was able to review the draft with Mr. Toborg.
108

109
110 **SIXTH ORDER OF BUSINESS**

**Consideration of Proposals from
BrightView**

111
112
113 Mr. Dailey presented the proposals from BrightView for trimming of all the District
114 owned palm trees and 600 cubic yards of mulch.
115

116 On a Motion by Ms. Nieves, seconded by Mr. Kidwell, with all in favor, the Board approved
117 the proposals from BrightView for palm trimming for \$14,160.78 and installation of mulch
118 for \$35,668.20, for Spring Lake Community Development District.

119
120
121 **SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for
Playground Mulch**

122
123
124
125 Mr. Dailey presented the proposals under Business Item C for BrightView and EZ
126 Mulch for playground mulch.
127

128 On a Motion by Mr. Kidwell, seconded by Ms. Nieves, with all in favor, the Board approved
129 the proposal from EZ Mulch for \$2,100.00 subject to verification it is ADA compliant, for
130 Spring Lake Community Development District.

131
132
133 **EIGHTH ORDER OF BUSINESS**

**Consideration of Tract E Sketches and
Legals**

134

135 Mr. Chang presented the Tract E Sketches and Legals. The Board asked Mr.
136 Chang if he had presented these to the HOA for review and he said no.
137

138 On a Motion by Ms. Nieves, seconded by Mr. Keipper, with all in favor, the Board approved
139 the Tract E Sketches and Legals subject to review and approval by the HOA, for Spring
140 Lake Community Development District.

141

142

143 **NINTH ORDER OF BUSINESS**

**Consideration of CDD/HOA Ownership
& Maintenance Map**

144

145

146 Mr. Chang presented the CDD/HOA Ownership & Maintenance Map. The Board
147 asked that the maps be provided to the HOA.
148

149 On a Motion by Mr. Keipper, seconded by Mr. Kidwell, with all in favor, the Board approved
150 the CDD/HOA Ownership & Maintenance Map as presented, for Spring Lake Community
151 Development District.

152

153

154 **TENTH ORDER OF BUSINESS**

**Consideration of Master Services
Agreement with Cardno**

155

156

157 Mr. Eckert presented the Master Services Agreement with Cardno. Mr. Eckert
158 noted this was a consolidation of eight different agreements with Cardno so he drafted a
159 new master agreement to cover all the current services. Mr. Eckert also noted that Task
160 3 needs to be discussed with Mr. Chang and Cardno for pricing.
161

162 On a Motion by Mr. Kidwell, seconded by Ms. Nieves, with all in favor, the Board approved
163 the Master Services Agreement with Cardno in substantial form subject to review of Task
164 3 with District Counsel and the Chairman, for Spring Lake Community Development
165 District.

166

167 The Board had no other questions for Mr. Toborg or Mr. Chang, and they left the
168 meeting.
169

170

171

172 **ELEVENTH ORDER OF BUSINESS**

**Discussion of Meritus Response to
Questions About Dissemination Agent
Services**

173

174

175 Mr. Eckert stated he will reach out to some upper management at Inframark to see
176 they can get some answers in the next thirty days and bring those options to the Board
177 at the next meeting.
178

179 **TWELFTH ORDER OF BUSINESS** **Presentation of Registered Voter Count**
180 **as of April 18, 2022**
181

182 Mr. Dailey stated the registered voter count as of April 18, 2022 for the Spring Lake
183 CDD was 1754.
184

185
186 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-09,**
187 **Providing Notice of the General**
188 **Election Qualifying Period**
189

190 Mr. Dailey presented the Resolution 2022-09 and stated the qualifying period will
191 be June 13, 2022 starting at noon and ending on June 17, 2022 at noon. Mr. Dailey also
192 stated that Seats 1, 2 and 5 will be on the ballot for election in November.
193

194 On a Motion by Ms. Nieves, seconded by Mr. Kidwell, with all in favor, the Board approved
195 Resolution 2022-09, Providing Notice of the General Election Qualifying Period, for Spring
196 Lake Community Development District.

197
198
199 **FOURTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-10,**
200 **Appointing an Assistant Treasurer**
201

202 Mr. Dailey presented the Resolution 2022-10 and asked the Board to appoint
203 Derek Johnson with Warren Averett as an Assistant Treasurer.
204

205 On a Motion by Mr. Keipper seconded by Mr. Kidwell, with all in favor, the Board approved
206 Resolution 2022-10, Appointing an Assistant Treasurer, for Spring Lake Community
207 Development District.

208
209
210 **FIFTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-11,**
211 **Setting the Dates, Time, and Location**
212 **for the Remaining Regular Meetings for**
213 **FY 2021-2022**
214

215 Mr. Dailey presented the Resolution 2022-11 and asked the Board if they wished
216 to move the meetings to the third Monday or Tuesday of each month starting in June.
217

218 On a Motion by Ms. Nieves seconded by Mr. Kidwell, with all in favor, the Board approved
219 Resolution 2022-11, Setting the Dates, Time, and Location for the Remaining Regular
220 Meetings for FY 2021-2022, for Spring Lake Community Development District.

221
222

223 **SIXTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-12,**
224 **Approving Proposed Budgets for FY**
225 **2022-2023 and Setting a Date, Time,**
226 **and Location for Public Hearing**
227

228 Mr. Dailey presented the Proposed Fiscal Year 2022-2023 Budget. The Board
229 discussed the changes and the potential assessment increase stating that based off the
230 reserve study requirements and increase costs for services an increase is needed.
231

232 On a Motion by Mr. Kidwell seconded by Ms. Nieves with all in favor, the Board approved
233 Resolution 2022-13, Approving Proposed Budgets for Fiscal Year 2022-2023 and setting
234 the Budget Public Hearing for August 15, 2022 at 6:30 p.m. at the Clubhouse at Lake
235 Lucaya, located 11305 Lake Lucaya Drive, Riverview, Florida 33579, for Spring Lake
236 Community Development District.

237
238
239 **SEVENTEENTH ORDER OF BUSINESS** **Consideration of Proposals for New**
240 **CDD Website and Supervisor Email**
241 **Accounts**
242

243 Mr. Dailey presented the proposal options to the Bord. The Board asked to table
244 the item until the June meeting to request additional proposals.
245

246
247 **EIGHTEENTH ORDER OF BUSINESS** **Consideration of Resumes to Appoint**
248 **a Supervisor to Fill the Remaining**
249 **Term for Seat 1**
250

251 Mr. Dailey presented the three resumes from Ken Hoefle, Michael Morris, and
252 Michael Nolan. The Board asked the candidates to introduce themselves and review their
253 experience.
254

255 On a Motion by Mr. Keipper seconded by Ms. Neves, with all in favor, the Board appointed
256 Ken Hoefle to serve the remaining term for Seat 1, for Spring Lake Community
257 Development District.

258
259 Mr. Dailey stated he is a public notary in the State of Florida and will administer
260 the Oath Of Office to Mr. Hoefle. Mr. Hoefle completed the oath and accepted
261 compensation of \$200.00 per meeting up tot \$4,800.00 per year as a Board Supervisor.

262 Mr. Eckert reviewed the Sunshine Laws and Public Records laws with Mr. Hoefle
263 and reminded him to File his Form 1 with the Supervisor of elections office in Hillsborough
264 County.
265

266 Mr. Hoefle joined the Board for the remainder of the meeting.
267

268 **NINETEEN ORDER OF BUSINESS** **Consideration of Resolution 2022-13,**
269 **Appointing an Assistant Secretary**
270

271 On a Motion by Ms. Nieves seconded by Mr. Keipper, with all in favor, the Board approved
272 Resolution 2022-13, Appointing Mr. Hoefle as an Assistant Secretary, for Spring Lake
273 Community Development District.

274
275
276 **TWENTIETH ORDER OF BUSINESS** **Audience Comments**
277

278 Mr. Nolan asked the Board about the dock installation process, and they directed
279 him to the District Lake and Dock Rules.

280
281 Mr. Valentine also asked about the dock installation process and the Board again
282 defer to the District Lake and Dock Rules.

283
284 Ms. Rand asked when the District would be doing a property inspection with their
285 insurance carrier to provide for any updates in ownership. Mr. Dailey stated he is in the
286 process of scheduling that with them now.

287
288 Mr. Perry noted the landscaping in the community overall look bad and is dying.

289
290
291 **TWENTY FIRST ORDER OF BUSINESS** **Supervisors Request**
292

293 Mr. Dailey asked if there were any Supervisor Requests, there we none.
294

295
296 **TWENTY SECOND ORDER OF BUSINESS** **Adjournment**
297

298 On a Motion by Mr. Kidwell, seconded by Ms. Nieves, with all in favor, the Board adjourned
299 the meeting at 8:59 p.m., for Spring Lake Community Development District.

300
301
302
303

Secretary/Assistant Secretary

Chairman/ Vice Chairman