

# SUNCOAST COMMUNITY DEVELOPMENT DISTRICT

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July 2, 2019 Minutes of the Regular Meeting

## Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Suncoast Community Development District was held on **Tuesday, July 2, 2019 at 7:00 p.m.** at the Ballantrae Clubhouse located at 17611 Mentmore Blvd. Land O' Lakes, FL 34638.

### 1. CALL TO ORDER

Brian Howell called the Regular Meeting of the Board of Supervisors of the Suncoast Community Development District to order on **Tuesday, July 2, 2019 at 7:05 p.m.**

Board Members Present and Constituting a Quorum:

Lonnie Dixon	Chairman
Lora Hutt	Vice Chairman
Janice Dixon	Supervisor
Edmund Latif	Supervisor
Matthew Thebeau	Supervisor

Staff Members Present:

Brian Howell	Meritus
Gene Roberts	Meritus

There was one audience member present.

### 2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

### 3. VENDOR/STAFF REPORTS

**A. District Counsel**

**B. District Engineer**

Mr. Howell said there was nothing to report from Counsel or the Engineer at this time.

### 4. BUSINESS ITEMS

**A. Discussion on Capital Improvements**

Mr. Howell went over the package from Yellowstone and stated that the costs came in much higher than anticipated. While there were opportunities to save, the project would still come in over the threshold and would require the CDD to raise assessments. Since the CDD is not going

47 to raise assessments, Mr. Howell suggested for the Board to scale back the project. He went over  
48 different scenarios in which the Board could choose to do the most desired projects while  
49 keeping the assessment level the same. Mr. Howell noted that the investment banker could not  
50 move forward with the bond process until there is a scope of work for projects and anticipated  
51 costs.

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53 Supervisor L. Dixon stated that he felt doing a bond may not be the best option because of costs,  
54 and perhaps the District can take a step back and evaluate the projects and figure out a way to  
55 fund them with current funds. There was discussion on the bond amounts available and issuance  
56 costs. The Board thought it may make sense to get other bids since the Board also was reviewing  
57 the landscape program on the agenda.

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59 **B. Discussion on Landscape Program**  
60 **i. Sample RFP**

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62 The Board discussed the current landscape program. They felt it is okay but not great, and that  
63 many of the items that were brought up to the vendor 60 days ago were not addressed, or they  
64 seem to get done right before the meetings. The Board thought it would be in the District's best  
65 interest to bid out the program and interview different companies. Yellowstone was invited to  
66 bid.

68	MOTION TO:	Have staff bid out the landscape program and have
69		bidders attend the August meeting to do a Q&A with
70		the Board.
71	MADE BY:	Supervisor Latif
72	SECONDED BY:	Supervisor J. Dixon
73	DISCUSSION:	None Further
74	RESULT:	Called to Vote: Motion PASSED
75		5/0 – Motion Passed Unanimously

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77 Mr. Howell will let the investment banker know that the bond is on hold until the Board  
78 concludes the RFP process, at which point they can reboot if desired.

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81 **5. CONSENT AGENDA**

82 **A. Consideration of the Board of Supervisors Meeting Minutes June 4, 2019**

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84 The Board reviewed the minutes.  
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MOTION TO:	Approve the June 4, 2019 meeting minutes.
MADE BY:	Supervisor Hutt
SECONDED BY:	Supervisor Latif
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

**B. Consideration of Operation and Maintenance Expenditures May 2019**

The Board reviewed the O&Ms.

MOTION TO:	Approve the May 2019 O&Ms.
MADE BY:	Supervisor Hutt
SECONDED BY:	Supervisor J. Dixon
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion Passed Unanimously

**C. Review of Financial Statements Month Ending May 31, 2019**

The financials were reviewed and accepted. Mr. Howell noted that the audit for 2018 was complete and came back clean. The Board will be able to review and approve it at the next meeting.

**6. MANAGEMENT REPORTS**

- A. Staff Task List**
- B. District Manager**
  - 1. Aquatics Report**
  - 2. Speed Data**
- C. Field Manager's Report**

Mr. Howell went over the management reports. Mr. Roberts stated that the window for the tower was in progress.

**7. SUPERVISOR REQUESTS**

Supervisor Thebeau went over that the dead Ligustrum on Musky Mint needs to be replaced, the drip line areas need to be mulched, and the bubbler needs to be repaired on Prairie Iris and

127 Mentmore. He also requested for bird spikes be purchased to prevent bird droppings on the  
128 pergola and for mulch to be added to the roundabouts.

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130 Supervisor Hutt stated that a small section of the fence on Meadowbrook looks bad and needs to  
131 be addressed. The Board agreed to get revised pricing and review it next month. She also went  
132 over that the dog stations need to be emptied weekly and mentioned the trash along boulevards,  
133 the pergola area, and the ponds.

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135 Supervisor J. Dixon would like for a marquee board or boot-leg signs to advertise the meetings.  
136 Staff will work with the HOA sign maker and have six signs made.

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139 **8. AUDIENCE QUESTIONS, COMMENT AND DISCUSSION FORUM**

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141 An audience member asked if brown areas of sod can be dyed green to look better.

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144 **9. ADJOURNMENT**

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146	MOTION TO:	Adjourn at 8:05 p.m.
147	MADE BY:	Supervisor Thebeau
148	SECONDED BY:	Supervisor J. Dixon
149	DISCUSSION:	None Further
150	RESULT:	Called to Vote: Motion PASSED
151		5/0 - Motion Passed Unanimously

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154 *\*Please note the entire meeting is available on disc.*

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156 *\*These minutes were done in summary format.*

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

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162 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
163 noticed meeting held on 08-06-19.

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Signature

Printed Name

Title:

Chairman

Vice Chairman

  
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Signature


Printed Name

Title:

Secretary

Assistant Secretary

Recorded by Records Administrator

  
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Signature

08-08-19  
Date

