

1 **MINUTES OF MEETING**  
2 **STONEYBROOK WEST COMMUNITY DEVELOPMENT DISTRICT**  
3

4 The regular meeting of the Board of Supervisors of the Stoneybrook West Community  
5 Development District was held Monday, February 22, 2023, at 6:30 p.m. at Town Center  
6 1201 Black Lake Boulevard, Winter Garden, FL 34787.

7  
8 Present and constituting a quorum were:

9 Tom Alexander Chairman  
10 Tiffany Acireale Vice Chairman  
11 George Morgan Assistant Secretary  
12 Jennifer Odom Assistant Secretary

13  
14 Also participating were:

15 Gabriel Mena Manager  
16 Scott Clark Attorney  
17 Pete Glasscock Engineer  
18 Freddy Blanco Field Services Manager

19  
20 **FIRST ORDER OF BUSINESS** **Call to Order and Roll Call**

21 Mr. Mena called the meeting to order at 6:36 p.m.

22 Mr. Mena called the roll and indicated a quorum was present for the meeting.

23  
24 **SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

25 Mr. Mena stated there was no flag in the room; therefore, the next order of business  
26 followed.

27  
28 **THIRD ORDER OF BUSINESS** **Approval/Additions to Agenda**

29 Mr. Mena suggested to have the financial moved to after audience comments.

30  
31 

On MOTION by Mr. Alexander, seconded by Ms. Odom, 32 with all in favor, unanimous approval was given to add 33 financials discussion to after audience comments.
--

  
34

35 **FOURTH ORDER OF BUSINESS** **Public Comments on Agenda Items**

36 Ms. Buechler at 1425 Priory Circle stated in the previous meeting there was  
37 discussion about property taxes. She stated that Westbrook has the smallest units and are  
38 paying the same amount as the larger homes and when will this be addressed. Mr. Mena  
39 stated this discussion will be a part of his report. Ms. Buechler raised concerns with the  
40 midges and bubblers as well.

41 Ms. Buechler stated that the landscapers are not maintaining a pond bank. Mr. Blanco  
42 stated the last couple months they have been maintaining bi-weekly. Mr. Mena stated

43 during the summer its twice a month. Mr. Blanco stated that in April they will be back to  
44 their weekly service.

45  
46 **FIFTH ORDER OF BUSINESS** **Financial Statements**

47 The financials are contained in the agenda package and available for public review in  
48 the local records office or the District Office during normal business hours.

49 Discussion ensued regarding the financial report and some changes made to the  
50 layout of the budget. Mr. Bloom stated the layout is simpler to look at.

51  
52 On MOTION by Mr. Alexander, seconded by Mr. Morgan,  
53 with all in favor, unanimous approval was given to accept  
54 financial statements.

55  
56 **SIXTH ORDER OF BUSINESS** **Business Matters**

57 **A. Appointing George Morgan to Seat #3 for The Board of Supervisors**

58 Mr. Clark stated that there should be a motion to declare the seat vacant before  
59 appointing.

60  
61 On MOTION by Mr. Alexander, seconded by Ms. Acireale,  
62 with all in favor, unanimous approval was given to declare  
63 seat #3 as vacant.

64  
65 On MOTION by Ms. Odom, seconded by Mr. Alexander,  
66 with all in favor, unanimous approval was given to appoint  
67 George Morgan to seat #3 for the Board of Supervisors.

68  
69 **B. Oath of Office for Newly Elected Supervisors**

70 **C. Resolution 2023-01, Designating Officers of the District**

71 Mr. Mena read Resolution 2023-01 into the record by title.

72  
73 On MOTION by Ms. Odom, seconded by Ms. Acireale,  
74 with all in favor, unanimous approval was given to  
75 designate Tom Alexander as Chairman, Tiffany Acireale as  
76 Vice Chairman, and George Morgan and Jennifer Odom as  
77 Assistant Secretaries.

78  
79 **SEVENTH ORDER OF BUSINESS** **Acceptance of Minutes of the Regular Meeting**  
80 **on July 27, 2022, and November 16, 2022**

81 The minutes are included in the agenda package and available for public review in the  
82 local records office or the District Office during normal business hours.

83

84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111

On MOTION by Mr. Morgan, seconded by Ms. Acireale, with all in favor, unanimous approval was given to accept the July 27, 2022 and November 16, 2022 minutes as presented.

**EIGHTH ORDER OF BUSINESS**                      **District Manager’s Report**  
**A. Check Register**

The invoices and check register are contained in the agenda package and available for public review in the local records office or the District Office during normal business hours.

On MOTION by Mr. Alexander, seconded by Mr. Morgan, with all in favor, unanimous approval was given to accept check register.

Mr. Mena provided an update on the methodology assessment. He stated that Inframark is able to do it at \$4,500 opposed to \$10,000. Mr. Mena stated that once the results are out there the Residents will be able to see. He stated that he only presenting the only one proposal because of the pricing and if the Board would like he can get more bids. He stated a decision would have to be made tonight in order to be in the 2024 tax season/assessments. Mr. Morgan asked when this change would be made. Mr. Mena stated that the change will reflect in the Fiscal Year 2024 budget. Mr. Clark stated that it’s not a bad idea to review the assessments.

On MOTION by Mr. Morgan, seconded by Ms. Acireale, with all in favor, unanimous approval was given to approve \$4,500 for methodology assessment update, to be ready at the May 31 meeting.

Ms. Acireale asked if all 14 different communities of Stoneybrook will be analyzed. Mr. Mena stated it goes by lot size and look at the benefits received. A discussion ensued regarding the break down of the assessments for the communities within Stoneybrook and Stonecreek. Mr. Mena stated there will be a break down and also the budget will be applied to the new math and will be included in it as well. It was asked if there was another District that has a methodology report that the Board could look at if there were any questions. Mr. Mena advised the Board that they can request public records from any District.

Mr. Mena stated that he has been working with Duke Energy for two months to get meters replaced. He stated he got assigned an engineer today and will be doing a site

122 visit. He is still working on getting a cost and is hoping to have an update in the next  
123 couple of weeks. Mr. Smith stated new installs are taking about 2-3 weeks and moving  
124 faster than repairs.

125 Discussion ensued ponds 24, 25, and 26 midge control treatment agreement. Ms.  
126 asked how long these ponds have been serviced. Mr. Bert stated they started these ponds  
127 in March of 2022 and stated there have been no complaints. Ms. stated she would like to  
128 see how the ponds 14, 16 and 17 were not included in the original agreement. Ms. Odom  
129 stated that there were no problems prior with midge control and that was why it was not  
130 included. Mr. Smith stated that the additional \$7000 is an addition onto the current  
131 amount agreement of \$23,000.

132 Mr. Mena stated that there is no power on ponds 16 and 17 and waiting to meet with  
133 an engineer to do a site visit.

134 Ms. Odom stated that was not including pond 14 and that Ms. Campos had requested  
135 if there were some other things besides the bubbler that Sitex could do. Mr. Mena stated  
136 he has spoken with Mr. Smith about this and that they were going to do a second  
137 application for the midges. Mr. Smith stated they have done double applications and  
138 besides using the aerator they are doing everything possible. Ms. Campos stated there  
139 might be some other levels of defense that Sitex could be doing. It was stated that the  
140 double applications are not working. Ms. Campos stated her HOA deals with the  
141 mosquito's and to check with the Districts HOA. A discussion ensued regarding the  
142 HOA, mosquito's and what plan is there in place for control.

143 The Board stated they would not at this time like to vote on the Sitex agreement.

144 Ms. Acireale asked why pond 3 aerator keeps popping up. Mr. Smith stated that he  
145 will have someone repair it.

146

147 **NINTH ORDER OF BUSINESS** **Staff Reports**

148 **A. District Counsel**

149 Mr. Clark stated that in early 2019-2020 the Board decided to look for other  
150 management and then decided to pull back from that process. He stated at the last  
151 meeting the Board decided to again move forward with it and has a Request for Proposal  
152 for new management services to provide to the Board.

153 Mr. Clark advised to conduct in person interviews with each company to better select.  
154 He recommended to have a special meeting to hear presentations for District management  
155 positions but does not suggest the Board to change management companies during budget

156 season. Ms. Acireale stated it was a good idea and thanked Mr. Clark. A discussion  
157 ensued regarding meeting dates and times to interview new District management  
158 companies and room availability.

159  
160  
161  
162  
163  
164  
165

On MOTION by Ms. Odom, seconded by Mr. Alexander, with all in favor, unanimous approval was given to set a special meeting to consider request for proposal bids on April 5 at 6:00 p.m., contingent on room availability. If not available, then special meeting will be held on April 12.

166 Mr. Clark stated he advises the Board to discontinue the practice of a continued  
167 meeting for now. A discussion ensued regarding moving the July 26 meeting to August 2.

168 **B. District Engineer**

169 Mr. Glasscock provided updates on Portcastle Circle bubble up structure. He stated  
170 that there are 10 depression areas and have had two contractors to look at it. A discussion  
171 ensued regarding a temporary fix for grates at a cost around \$10,000. Mr. Blanco stated  
172 that with all the water they are not able to get it. Mr. Smith stated he would like to at least  
173 put it back and will work with Mr. Blanco to come to a solution.

174 Mr. Smith stated he should be able to move the grate.

175 Mr. Glasscock stated to the Board that an annual inspection will be provided some  
176 time in May.

177 **C. Field Manager**

178 **i. Field Report**

179 Mr. Blanco provided updates regarding the field report. He stated he has two  
180 proposals for item #5 a dead tree.

181 Discussion ensued regarding damaged sod and replacement. Ms. Acireale asked why  
182 we are having to pay for sod replacement again. She stated that she has had residents tell  
183 her BrightView has mowed over the area. She stated that they haven't been maintaining  
184 the area like they were supposed to. Ms. Acireale suggested to receive a credit for the  
185 work they had recommended. Mr. Blanco stated he will follow up with Brightview for a  
186 credit.

187 Mr. Bert stated for item #17 on the field report, he is still waiting on the part. He  
188 stated parts are coming in slower for repairs.

189 Mr. Morgan asked if all of these items on the field report were on Stoneybrook. It was  
190 stated that the grate and tree were from Stonecreek.

191 **ii. Proposals**

Stoneybrook West CDD  
February 22, 2023

192  
193  
194  
  
195  
196  
197  
198  
199  
200  
201  
202  
  
203  
204  
205  
  
206  
  
207  
208  
209  
  
210  
211  
212  
213  
214

- a. **Brightview #8012496**
- b. **Inframark WO# WOSBW01122023**

Ms. asked if both proposals were for the same work.

On MOTION by Ms. Odom, seconded by Mr. Morgan, with all in favor, unanimous approval was given to Inframark #WOSBW01122023 to remove dead trees at a cost of \$785.

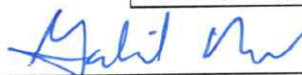
**TENTH ORDER OF BUSINESS**                      **Supervisors' Comments**  
 There being none, the next order of business followed.

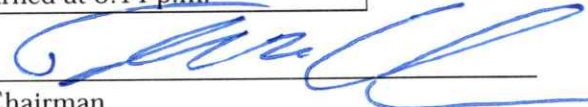
**ELEVENTH ORDER OF BUSINESS**                      **Audience Comments**  
 Discussion ensued regarding lack of maintenance between GC-3 and back entrance.

Mr. Mena advised staff would look into it.

**TWELFTH ORDER OF BUSINESS**                      **Adjournment**

On MOTION by Ms. Acireale, seconded by Ms. Odom, with all in favor, meeting adjourned at 8:14 p.m.

  
 \_\_\_\_\_  
 Gabriel Mena, Secretary

  
 \_\_\_\_\_  
 Chairman