

MINUTES OF MEETING  
STOREY PARK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Storey Park Community Development District was held on Tuesday, October 3, 2023 at 4:00 p.m. at the Offices of GMS-CF, 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Teresa Diaz	Vice Chair
Mike McQuarrie	Assistant Secretary
Willem Boermans <i>by phone</i>	Assistant Secretary
Ben Kraljev	Assistant Secretary (Outgoing)
Ricardo Garcia	Assistant Secretary (Incoming)

Also present were:

Jason Showe	District Manager
Jay Lazarovich	District Counsel
Nicolle Van Valkenburg <i>by phone</i>	District Engineer
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Showe: We will note for purposes of the recording that we only have members of staff and the Board present today.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Review of Resume/Letter of Interest for Board Vacancy in Seat #4**

Mr. Showe: In your agenda package, we received a resume from an interested qualified elector. This would be to take over Seat #4, which Ben is filling in for. The seat has been declared vacant already, but he's filling in until we fill that with a qualified elector. We have Mr. Garcia here, to introduce himself.

Mr. Garcia: Absolutely. My name is Ricardo Garcia. I am a Storey Park resident and look forward to sitting on Board. In my day job, I work for GuideWell Innovation out of Mexico City

and Lake Nona. I cofounded a non-profit that helps veterans launch and grow businesses. It's the Veterans Entrepreneurship Initiative (VEI). I'm happy to be here.

Mr. Showe: Are there any questions from the Board? Hearing none,

**B. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2026**

Mr. Showe: At this time, if the Board is amenable, you can take a motion to appoint Mr. Garcia in Seat #4.

On MOTION by Ms. Diaz seconded by Mr. McQuarrie with all in favor the appointment of Mr. Ricardo Garcia to Seat #4 was approved.

Mr. Showe: Ben, you are dismissed or are welcome to stay, but your term has concluded.

Mr. Kraljev: I've enjoyed serving on the Board for six years and working with you and GMS. You have done a fantastic job. Good luck with that.

Mr. Showe: We greatly appreciate it. You've been an asset to this Board. If you need anything, I'm available.

*\*Mr. Kraljev left the meeting.*

**C. Administration of Oath of Office to Newly Appointed Board Member**

*Mr. Showe, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Ricardo Garcia.*

Mr. Showe: Print your name and sign it and I'll notarize it. There are some items for you and we'll go over with you. The first thing that you'll see is Form 1. This is required for you to complete and return to the Supervisor of Elections within 30 days of today.

Mr. Garcia: Okay.

Mr. Showe: It is a Financial Disclosure Form. Behind that is Form 1F. This is a Final Statement of Financial Interests. You are not required to complete this now, but we would like to give it to you. In the event that you leave the Board, you would be required to complete one of these. We just give it to you for your information. If at any point, you leave the Board, we will remind you and send you one separately. We just like to give that to you.

Mr. Garcia: Sounds good.

Mr. Showe: As a Board Member, you are eligible to receive up to \$200 compensation for every Board Meeting that we have. Should you choose to accept that compensation, you would be required to fill out W-4 and I-9 forms. You can either send those back to us, bring them to the next meeting or email them to me. However, you choose to give those back, is fine.

Mr. Garcia: I got it.

Mr. Showe: I remind those with the I-9, you either need to include a passport or other two forms of ID that are required.

Mr. Garcia: Sure.

Mr. Showe: Behind that, you'll find form 8B, which is a Voting Conflict Memorandum. The Florida Statutes defines a voting conflict as anything for personal gain. There are some real statutory qualifications for that, if you ever feel like something is coming up for a vote that you feel like you have a conflict on, say for instance, we bid out landscaping and you have an interest in ownership in one of the landscapers.

Mr. Garcia: I got it.

Mr. Showe: Anything like that, that would come up, even if you're not sure, just reach out to Jay, our District Counsel or myself.

Mr. Garcia: Okay.

Mr. Showe: We can walk you through it. Sometimes people think they have conflicts, which is really not a statutory conflict. So, there are certain definitions. But if you have one, that form is required to be completed and we file that in the record.

Mr. Garcia: Okay. Sounds good.

Mr. Showe: That is really the only case in which you cannot vote on something.

Mr. Garcia: I got it.

Mr. Showe: Finally, most importantly, there is a guide behind that, which is the Florida Commission on Ethics Government in the Sunshine Law. As a Board Member, you are a public official, just like any city or County Commissioner. You are not permitted to discuss anything that would come up before a vote of the Board with another Board Member outside of one of these meetings. That includes voicemails, text messages, social media, any form of communication. So, when you receive emails from us, typically if we include other Board Members on it, there is a reminder on the bottom saying, "*Please do not reply to all.*" This is an

easy way that you can inadvertently start conversations. We try to do our best to keep that from happening. We'll remind you if we see anything.

Mr. Garcia: Okay.

Mr. Showe: The other big thing is, you are not required to keep anything from any of these meetings. That is our job as District Manager as the official record keepers, but if you do choose to keep things, we always recommend that you keep them in a separate folder. Put everything with the CDD in its own separate folder, so if there's a public records request, your personal files aren't intermingled in there. The same thing with emails. Some folks choose to set up a separate CDD email. If you don't want to do that, that's fine. We typically will just tell you to make a folder for just CDD items. The same reason. You just don't want personal emails intermingled, in case there's a public records request.

Mr. Garcia: Yeah. I'm going to do the same.

Mr. Showe: Okay. If you set up your own email, let us know and we'll direct everything to that email.

Mr. Garcia: Okay. Perfect.

Mr. Showe: Is there anything else on that, Jay?

Mr. Lazarovich: The only other thing is there was an update to Florida Law this past July. So, starting January 1<sup>st</sup>, there's a new training requirement. We will send more reminders and different links for you to complete. You will be required to do four hours annually of ethics training.

Mr. Garcia: Okay. Sounds good.

Mr. Showe: That affects all of our Districts. As we get some more information on that, we'll provide it to you. They passed the law this year.

Mr. Lazarovich: I will provide you with more information tomorrow regarding the Sunshine Law and different memos.

Mr. Garcia: Sounds good.

**D. Election of Officers**

**E. Consideration of Resolution 2024-01 Electing Officers**

Mr. Showe: We can keep most of them the same. Mr. Kraljev was Vice Chair, so we probably need someone to fill that office. If you want to keep the rest of them the same, I can read it into the record.

Mr. McQuarrie: I would nominate Ms. Diaz as Vice Chair.

Mr. Showe: Are there any other nominations for that position? Hearing none, I will read the slate into the record.

Mr. McQuarrie: If you accept.

Ms. Diaz: Exactly. I accept.

Mr. Showe: I will read the slate and you can approve the resolution as read. Mr. La Rosa is Chair, Ms. Diaz is Vice Chair, Mr. George Flint is Secretary, Mr. McQuarrie, Mr. Garcia, Mr. Boermans and I are Assistant Secretaries, Ms. Jill Burns is Treasurer and Ms. Katie Costa is Assistant Treasurer. We need a motion to approve that as read.

On MOTION by Mr. McQuarrie seconded by Ms. Diaz with all in favor electing the officers as stated as evidenced by the adoption of Resolution 2024-01 Electing Officers, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 12, 2023 Meeting**

Mr. Showe: Next are the minutes from the September 12, 2023 meeting. Those minutes are included as part of your agenda package. We can take any corrections or changes at this time or a motion to approve.

Mr. Lazarovich: Just a small comment. I believe that “Jason Showe” should be changed to “Jill Burns.”

Mr. Showe: We’ll get that changed.

On MOTION by Mr. McQuarrie seconded by Ms. Diaz with all in favor the Minutes of the September 12, 2023 Meeting were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Consideration of Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2023**

Mr. Showe: I will note that it is \$600 more than what was in the budget. They changed the way that they do work on some of those leases, so there have been some changes in that. We’re seeing that throughout all of our Districts. There is sufficient funding in your budget to cover it. The cost is \$11,600 and we have \$11,000 in the budget.

Mr. Garcia: Are they tasked to perform the audit?

Mr. Showe: Correct. There are statutory requirements as to what needs to be done in the budget. We like to get these approved as quick as possible at the start of the fiscal year, so that as soon as our records are ready, they can begin and get it done on time.

Mr. Garcia: There was a not-to-exceed.

Mr. Showe: Rarely do the auditors come in under. It's not really an hourly rate. Its more determined on the scope of the project. They are familiar with your District and it would be our recommendation for the Board to approve it. They have done a good job for you guys.

On MOTION by Mr. McQuarrie seconded by Ms. Diaz with all in favor the Agreement with Grau & Associates to provide auditing services for Fiscal Year 2023 in an amount not-to-exceed \$11,600 was ratified.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2022 Requisitions #7 & #8**

Mr. Showe: We did process two requisitions dealing with your Series 2022 bonds. We processed Requisitions #7 and #8. District Counsel and I worked with all of the parties involved to make sure that we had all of the proper documentation. The Board already accepted a lot of the property. This is just going through and processing those requisitions. They have already been processed, so this would be a motion to ratify those two requisitions.

On MOTION by Ms. Diaz seconded by Mr. McQuarrie with all in favor the Series 2022 Requisitions #7 and #8 were ratified.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Requests for Temporary Access Easements (Added)**

- A. 9458 Petition Way**
- B. 12120 Grammar Lane**

Mr. Showe: We did add two items to the agenda as we received them in the last 24 hours in both cases. We had two requests from residents for Easement Access Agreements to put in a pool. There are two separate ones: one on Petition Way and one on Grammar Lane. We handed out to you a photo of the one on Petition Way. This is probably the one that you should have more concern with. I'll let Alan walk you through it.

Mr. Scheerer: As you know, in Parcel K, this is one of our ponds where our new bridges are. The home is Lot 217. They want to access the asphalt trail along the back of the homes to excavate and install a swimming pool. Some of the concerns we have is the proximity to the

pond. One of requests that Jason and I were talking about was requiring them to install a silt fence along the back side to keep any of the stuff from washing in and letting them know if the pond becomes turbid, from runoff from their property, they would be required to correct the turbidity. Then we want a pre-construction meeting where everybody meets onsite, we do a detailed itemized check of the asphalt and landscaping and document that.

Ms. Diaz: I'm sorry. There's no asphalt on the back of their home.

Mr. Scheerer: Not on the back, but they are going to go through the trail that you just built.

Ms. Diaz: Ah, that's where they are going to have asphalt.

Mr. Scheerer: Yeah, they're going to have to park there and then we'll have to discuss trash because people are using these pretty regularly now since the bridges have been installed.

Ms. Diaz: Okay.

Mr. Scheerer: They have already been approved by the ARC or ACC of Storey Park and all of that information, I believe, has been in the agenda for your review.

Ms. Diaz: It doesn't look like this right now.

Mr. Scheerer: Of course not.

Ms. Diaz: It was sodded and fixed.

Mr. Scheerer: Of course. That's why we're going to have the pre-construction meeting.

Ms. Diaz: Perfect.

Mr. Scheerer: Jason has been communicating regularly, I believe, with the pool contractor.

Mr. Showe: Correct. They are the ones that reached to us. We let them know all of these things that we would likely require, but we always like to discuss these with the Board.

Mr. McQuarrie: Did we notify Lots 218, 219 and 220?

Mr. Showe: We do not because they are not going to be accessing those properties. They may be going around through CDD property. Typically, we don't notify them. The homeowner might need to notify them as a good neighbor.

Mr. Scheerer: We could work with the HOA, just do something, to let them know.

Mr. McQuarrie: I would suggest a door hanger on those three homes, just so they are not surprised.

Mr. Scheerer: Okay. I'll be out there on Friday. Maybe I'll just swing through and bang on the door and try not to scare anybody.

Ms. Diaz: Are they going to fix everything after they are done?

Mr. Scheerer: I know between legal and our office, there will be an Easement Agreement that we used before, which we'll touch base on for the next one on Grammar that we have used before. I think we just need to add a few of these other fail safes, which Jason already emailed the pool contractor and the homeowner is going to need to obviously agree to it because they need to sign it that these are the things that we are requiring to better safeguard the District and their assets. We don't mind if they build the pool, but a lot of times at least they ask. Sometimes we find out later.

Mr. Showe: Sometimes we get out there and they already...

Mr. Scheerer: Started digging holes. I know that Jay and his firm and Jason and our firm already have a standard agreement. We'll just change the line items if approved by the Board.

Mr. Showe: Typically, we can use the standard agreement. I think on the next one that we're talking about, it's probably just more of our standard Easement Agreement. This one, because of the asphalt trail and how far they are going and because of the pond behind it, it brings up some additional concerns that we might have for our infrastructure.

Mr. Scheerer: It's a nice pool.

Mr. Showe: Yeah.

Mr. McQuarrie: It is.

Mr. Showe: If you want, we can talk about the other one as well. If the Board wants to approve them in concept, they can. Obviously, it would be subject to us getting an Easement Agreement and all parties signing it. We can do that, but if you want to talk about the Grammar Lane one, I think it's a little bit easier.

Mr. Scheerer: Yes. The one on Grammar Lane, we approved one on the south side of Grammar Lane earlier this year because they wanted to access the gas line easement by Folklore and Grammar. We had to have Florida Gas come out. Travis with Florida Gas came out on both occasions and already pre-marked the gas line and met with the homeowner and said, "*You have to stay between his markings and the fence.*" The other homeowner did a nice job. The only thing left to do was to put their fence back and re-sod the easement and that will be complete. This will be the same on Grammar on that gas line easement. I don't have a photo for you



because it came in while I was traveling today, but I don't see any objection with that because the gas company already met with them and told them where they can go and where they can't go. As long as they stay between the yellow markings and the property line, there should be no issue.

Mr. McQuarrie: Will there be any silt fence?

Mr. Scheerer: Yeah. There should be a silt fence on that one as well, which was required on the other home.

Mr. McQuarrie: I got it.

Mr. Scheerer: Their vendor will have to put that in. Like I said, he's already flagged the farthest eastern edge of the gas-line easement. They can't go any further to the west of where that's at. I don't have an issue with that one per se, just because we've already done it. It's in the same location and the gas company is good with it and its their gas line. We're just mowing it.

Mr. McQuarrie: I have no objections, especially if the ARBs are reviewed and approved.

Mr. Showe: We typically won't even touch it until there was ARB approval. We don't want to spend District funds until it's been approved. If Jay is amenable, we can have a motion to have staff moving forward with Easement Agreements on these two properties.

Mr. Lazarovich: Yeah.

On MOTION by Ms. Diaz seconded by Mr. McQuarrie with all in favor the Temporary Access Easements for 9458 Petition Way and 12120 Grammar Way were approved.
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**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Lazarovich: I have no major updates for the Board this month, but at the last meeting we spoke about Parcel M. There were two ponds connected to that school tract. We are not going to take official action, but I just wanted to report back that we obtained permission from the District Engineer that there is no issue with the CDD not owning and maintaining it. Nicolle is on the line as well in case she has more information on that.

Ms. Van Valkenburg: Yeah. Those ponds are by the school. We don't have any objections to the CDD maintaining those ponds.

Mr. Lazarovich: The city was requesting that they own and maintain that. We are not looking for any official action right now. We just received this information, but I just wanted to report that to you guys.

Mr. Scheerer: We are currently moving both of those ponds and doing the aquatic maintenance. Once everything has been official, we'll have the contractors pull that service out of both landscaping and aquatic maintenance. They look good.

**B. Engineer**

Mr. Showe: Nicolle, do you have any updates.

Ms. Van Valkenburg: No, I don't have any updates.

**C. District Manager's Report**

**i. Approval of Check Register**

Mr. Showe: We have approval of the Check Register. In your General Fund, we have Checks #1136 through #1150 for \$52,790.65. We also have September payroll for \$554.19 for a total of \$53,344.75. Both Alan and I can take any questions that the Board may have on those invoices or a motion to approve.

Mr. McQuarrie: I'm just wondering if this is all budgeted, does it require a vote?

Mr. Showe: You're just approving the checks being issued.

Mr. McQuarrie: Okay.

On MOTION by Ms. Diaz seconded by Mr. McQuarrie with all in favor the September 1, 2023 through September 26, 2023 Check Register in the amount of \$53,344.75 was approved.

**ii. Balance Sheet and Income Statement**

Mr. Showe: We don't have any financials because we moved the meeting up a week this year.

**iii. Field Manager's Report**

Mr. Showe: We can have Alan go through his Field Manager's Report.

Mr. Scheerer: Yeah. I don't have a lot to report. You'll see some changes in the landscape service as we go into the Fall. Instead of doing weekly cuts, we'll be going to every other week. We've already done a pine straw application along Dowden Road. You'll see the rest of the pine back and Cypress Mulch going in, in December and in the November timeframe.

So, we'll be gearing up for all of the holidays. We will be pressure washing CDD common areas, just trying to get everything ready for all of the Thanksgiving, Christmas, New Year rush that everybody is going to be dealing with. Other than that, I think OmegaScapes is doing a good job. The ponds are in good shape and we are continuing to monitor everything in the community. We sent Teresa an email about that roadway condition on Language, where it was starting to depress.

Ms. Diaz: That's K-2.

Mr. Scheerer: Yeah, K-2. It's not getting any better. I think it's getting worse.

Ms. Diaz: Yes.

Mr. Scheerer: I was out there.

Ms. Diaz: I'll follow up with them.

Mr. Scheerer: I see that you are putting in two gigantic dog parks.

Ms. Diaz: Yes.

Mr. Scheerer: We actually stopped and spoke with the guys. We thought it was a small dog park. I don't know how much longer until that is done. They are putting up some strong pieces of wood out there.

Ms. Diaz: We are relocating the mailboxes until we install the roof.

Mr. Scheerer: Okay. Other than that, I think we are still waiting on a trashcan and benches in the Mews.

Ms. Diaz: Yes. I need to follow up.

Mr. Scheerer: I have a young lady over there that is beating him up over the trashcans. Just keep an eye on that. We told her that the developer would be working on it and they will get installed at some point in time.

Ms. Diaz: I'll follow up with them and let you know where they are.

Mr. Scheerer: Perfect. We are doing some Palm tree pruning too to get ready for the Fall. I can't wait.

Mr. McQuarrie: With the significant rainfall, is there going to be ponding or any drainage issues?

Mr. Scheerer: Not that I have seen. I think the ponds are discharging well. We just had three or four days of getting hammered.

Mr. McQuarrie: Yeah.

Mr. Scheerer: I was there this morning and all of the ponds look good. The guys moving the grass aren't happy because the pond banks are so wet. I think they buried a 96 out there yesterday, but they got the 96 out. No, I haven't seen anything.

Mr. McQuarrie: That's good.

Mr. Scheerer: The Publix is going on. That is going to be exciting down the road. It's going to be a good addition to the neighborhood.

Ms. Diaz: I haven't been able to go there yet, but remember the ramp that was connecting to the sidewalk on Stanza Court?

Mr. Scheerer: Yeah.

Ms. Diaz: There was a safety issue.

Mr. Scheerer: I haven't looked.

Ms. Diaz: It was supposed to have been fixed, but I haven't been there myself to look at it.

Mr. Scheerer: I'll be there on Friday.

Ms. Diaz: Okay. I'll probably be there tomorrow.

Mr. Scheerer: Then you'll beat me to it. Other than that, I think everything is moving along swimmingly. I don't know if our resident Board Member has any concerns or questions.

Mr. Garcia: No concerns.

Mr. Scheerer: We're jamming right along. Like I said, we'll be doing some pressure washing and some clean up. Then going into the Fall, we'll start our sidewalk maintenance program. That's all I have, unless you have any questions.

**NINTH ORDER OF BUSINESS** **Public Comment Period**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS** **Supervisor's Requests**

Mr. Showe: Are there any Supervisor's Requests? Hearing none.

**ELEVENTH ORDER OF BUSINESS** **Other Business**

- A. Discussion of Pending Real Property Conveyances**
- B. Status of Pending Permit Transfers**

Mr. Showe: Are there any property conveyances or anything else that we need to start looking at?

Mr. McQuarrie: I have nothing.

Mr. Showe: Perfect.

**TWELFTH ORDER OF BUSINESS**

**Next Meeting Date – November 7, 2023 at  
Offices of GMS-CF, LLC**

Mr. Showe: Our next meeting date is November 7, 2023.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Showe: We can take a motion to adjourn.

On MOTION by Mr. McQuarrie seconded by Ms. Diaz with all in favor the meeting was adjourned.



Secretary / Assistant Secretary



Chairman / Vice Chairman