

**SUMMIT AT FERN HILL
COMMUNITY DEVELOPMENT DISTRICT**

June 27, 2022, Minutes of Special Meeting

Minutes of the Special Meeting

The Special Meeting of the Board of Supervisors for the Summit at Fern Hill Community Development District was held on **Monday, June 27, 2022, at 6:00 p.m.** at the Summit at Fern Hill Clubhouse located at 10340 Boggy Moss Drive, Riverview, FL 33578.

1. CALL TO ORDER/ROLL CALL

Heather Dilley called the Special Meeting of the Summit at Fern Hill Community Development District to order on **Monday, June 27, 2022, at 6:45 p.m.**

Board Members Present and Constituting a Quorum:

Antonio Bradford	Vice-Chair
Doug Smith	Supervisor
Angela White	Supervisor

Staff Members Present:

Heather Dilley	District Manager, Inframark
Tonja Stewart	District Engineer, Stantec

There were approximately ten (10) audience members in attendance.

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

There were no reports on behalf of the District Counsel at this time.

B. District Engineer

Ms. Stewart discussed the new Stormwater Management System Legislation Report required by the state.

Ms. Stewart discussed the Ardurra proposal and the need to have the wetlands maintained and monitored. Ms. Stewart will follow up with Florida Native for the maintenance section and Ardurra will inspect and send the report of progress to SWFWMD. This is a two-year reporting and monitoring proposal from Ardurra but may not be necessary for two years.

Ms. Stewart discussed the need for a change order in pricing from \$2000 - \$4000 due to the new Stormwater report work.

48 The Board reviewed the Service change order from Stantec.

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50	MOTION TO:	Approve the Service change order form from Stantec.
51	MADE BY:	Supervisor Bradford
52	SECONDED BY:	Supervisor White
53	DISCUSSION:	None further
54	RESULT:	Called to Vote: Motion PASSED
55		3/0 - Motion Passed Unanimously

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57 The Board reviewed and Approved the Ardurra contract agreement.

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59	MOTION TO:	Approve the Ardurra contract agreement.
60	MADE BY:	Supervisor Bradford
61	SECONDED BY:	Supervisor White
62	DISCUSSION:	None further
63	RESULT:	Called to Vote: Motion PASSED
64		3/0 - Motion Passed Unanimously

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66 **C. District Manager**

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68 Ms. Dilley reported “No Fishing” signs should be installed in two weeks, the backflow repairs
69 should be completed in two weeks, and a new pool gate exit button was ordered as well as new pool
70 signage.

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72 **4. BUSINESS ITEMS**

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74 **A. Acceptance of Board of Supervisors Resignation- Ryan Corley**

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76 The Board reviewed and approved the resignation of Ryan Corely for seat 4.

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78	MOTION TO:	Approve the resignation of Ryan Corley for seat #4.
79	MADE BY:	Supervisor Corley
80	SECONDED BY:	Supervisor Bradford
81	DISCUSSION:	None further
82	RESULT:	Called to Vote: Motion PASSED
83		3/0 - Motion Passed Unanimously

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89 **B. Discussion on Landscaping Proposals**

90 *i. ASI Landscape*

91 *ii. Fieldstone*

92 *iii. Mainscape*

93 *iv. Yellowstone*

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95 The Board heard landscaping presentations from ASI, Fieldstone, Mainscape and Yellowstone. The
96 Board tabled the decision to accept another landscaping contract.

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98	MOTION TO:	Approve to table the decision to accept another
99		landscaping contract.
100	MADE BY:	Supervisor Bradford
101	SECONDED BY:	Supervisor Smith
102	DISCUSSION:	None further
103	RESULT:	Called to Vote: Motion PASSED
104		3/0 - Motion Passed Unanimously

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106 **C. Consideration of Resolution 2022-02; Adopting FY 2023 Proposed Budget &**
107 **Setting Public Hearing**

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109 The Board reviewed and approved resolution 2022-02 Adopting the FY 2023 Proposed Budget for
110 an increase not to exceed \$41,454.00 and the public hearing date of August 29, 2022, at 6:00 PM.

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112	MOTION TO:	Approve Resolution 2022-2 for an increase not to exceed
113		\$41,454.00 and the Public Hearing date of August 29,
114		2022, at 6:00 PM.
115	MADE BY:	Supervisor Bradford
116	SECONDED BY:	Supervisor White
117	DISCUSSION:	None further
118	RESULT:	Called to Vote: Motion PASSED
119		3/0 - Motion Passed Unanimously

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121 **D. Consideration of Resolution 2022-05; Spending Resolution 2022 Election Process**

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123 The Board reviewed and Approved resolution 2022-05 Adopting an emergency spending limit of
124 \$5000. Allowing either the Chair or Vice Chair or the CDD Manager to contract without Board
125 approval during an emergency.

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MOTION TO:	Approve Resolution 2022-05 Adopting an emergency spending limit of \$5000.
MADE BY:	Supervisor Smith
SECONDED BY:	Supervisor Bradford
DISCUSSION:	Allowing either the Chair or Vice Chair or the CDD Manager to contract without Board approval during an emergency.
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

E. Acceptance of Temporary Access and Construction Easement Agreement

The Board reviewed and approved the Temporary Access and Construction Easement Agreement.

MOTION TO:	Approve the Temporary Access and Construction Easement Agreement.
MADE BY:	Supervisor Bradford
SECONDED BY:	Supervisor White
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

F. Discussion on Pressure Washing Proposal

The Board reviewed and approved the Spearem pressure washing estimate.

MOTION TO:	Approve the Spearem pressure washing estimate.
MADE BY:	Supervisor Bradford
SECONDED BY:	Supervisor Smith
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

G. Discussion on Pool & Mail Area Palm Trees Proposal

The Board reviewed and approved the Carson tree pruning estimate.

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MOTION TO:	Approve the Carson tree pruning estimate.
MADE BY:	Supervisor Bradford
SECONDED BY:	Supervisor White
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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5. CONSENT AGENDA ITEMS

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A. Consideration of Minutes of the Regular Meeting May 09, 2022

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The Board reviewed the minutes for the Regular Meeting held on May 09, 2022.

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MOTION TO:	Approve Consent Agenda Item A.
MADE BY:	Supervisor Smith
SECONDED BY:	Supervisor Bradford
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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B. Consideration of Operation and Maintenance Expenditures April 2022

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C. Consideration of Operation and Maintenance Expenditures May 2022

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The Board reviewed the Operation and Maintenance Expenditures for April and May of 2022.

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MOTION TO:	Approve Consent Agenda Item B and C.
MADE BY:	Supervisor White
SECONDED BY:	Supervisor Bradford
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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C. Review of Financial Statements Month Ending May 31, 2022

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The Board reviewed the Financial Statements for the month ending May 31st of 2022.

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6. MANAGEMENT REPORTS

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A. First Choice Report

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There were no management reports at this time.

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213 **7. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**

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215 There was no Board Supervisor request at this time.

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217 **8. ADJOURNMENT**

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MOTION TO:	Adjourn at 8:44 p.m.
MADE BY:	Supervisor Bradford
SECONDED BY:	Supervisor White
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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227 **Please note the entire meeting is available on disc.*

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229 **These minutes were done in a summary format.*

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

234 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
235 meeting held on 8/29/2022.

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239 **Signature**

240 Brian Lamb

241 **Printed Name**

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243 **Title:**

244 Secretary

245 Assistant Secretary

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[Signature]

Signature

Antonio Bradford

Printed Name

Title:

Chair

Vice Chair

Recorded by Records Administrator

[Signature]

9/1/2022

Date

