

**MINUTES OF MEETING
STONEGATE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stonegate Community Development District held a Regular Meeting on November 17, 2020 at 6:30 p.m., at the Malibu Bay Clubhouse, 1020 NE 34th Avenue, Homestead, Florida 33033.

Present at the meeting were:

Joe McGuinness	Chair
Alberto Eiras	Vice Chair
Mariela Figueroa	Assistant Secretary
Arthur Goessel	Assistant Secretary
Michael Granobles (via telephone)	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Michael Pawelczyk	District Counsel
Juan Galo	Clubhouse Manager
Victor Castro	UNUS Property Management
Anja Gutierrez	Resident
Arnaldo Sosa	Resident
Jessica Eiras	Resident
Sindo Canales	Resident
Rachel Elras	Resident
John Gutierrez	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 6:33 p.m. Supervisors McGuinness, Figueroa, Goessel and Eiras were present. Supervisor Granobles was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments: *non-agenda items*

Resident Anja Gutierrez wanted to know the status of the large clock that she previously asked for in the pool area. She questioned a late payment fee in the September billing and

expressed her opinion that the District website should be “professionally-managed” and include dates and election information. She asked why there was no response to her emails requesting permission to use the pool prior to the scheduled opening time of 8:30 a.m.

Mr. McGaffney stated the clock was delayed due to the pandemic but one would be installed. Posting election information on the CDD website is a Board decision that would be discussed later in the meeting. He had not received the emails and asked Ms. Gutierrez to provide her email address. Regarding the late fees, all bills are paid via check and processed within seven days of receipt at Management’s office. Any delays were likely caused by the postal service; he would check on the late fee for a credit and provide an update at the next meeting.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Alberto Eiras [SEAT 1] and Mariela Figueroa [SEAT 5] (*the following to be provided in a separate package*)

Mr. McGaffney, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Eiras and Ms. Figueroa. Mr. Pawelczyk briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III Form 1F: Final Statement of Financial Interests**
- D. Form 8B – Memorandum of Voting Conflict**

Discussion ensued regarding public record requests, the proper way to forward emails to District Staff, Board Member obligations and filing financial forms.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Designating a Chair, a Vice Chair, a

Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Stonegate Community Development District, and Providing for an Effective Date

Mr. McGaffney presented Resolution 2021-01.

Mr. Granobles nominated Mr. McGuinness for Chair. No other nominations were made.

On MOTION by Ms. Figueroa and seconded by Mr. Granobles, with all in favor, the appointment of Mr. McGuinness as Chair, was approved.

Ms. Figueroa nominated herself for Vice Chair.

Mr. Eiras nominated himself for Vice Chair. Mr. McGuinness nominated Mr. Eiras for Vice Chair. No other nominations were made.

Given that there were multiple nominations for Vice Chair, the nominees were asked to expound on their credentials and community experience. Ms. Figueroa listed her qualifications. Mr. Eiras listed his qualifications.

On MOTION by Mr. McGuinness and seconded by Mr. Eiras, with Mr. McGuinness, Mr. Eiras and Mr. Granobles in favor and Mr. Goessel and Ms. Figueroa dissenting, the appointment of Mr. Eiras as Vice Chair, was approved. (Motion passed 3-2)

Mr. Pawelczyk pointed out that Assistant Secretaries have as much power as the Chair, except that the Chair executes documents/agreements. The following slate of officers was named:

- | | |
|-------------------|---------------------|
| Joe McGuinness | Chair |
| Alberto Eiras | Vice Chair |
| Craig Wrathell | Secretary |
| Mariela Figueroa | Assistant Secretary |
| Michael Granobles | Assistant Secretary |
| Arthur Goessel | Assistant Secretary |

Howard McGaffney	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Figueroa and seconded by Mr. McGuinness, with all in favor, Resolution 2021-01, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Stonegate Community Development District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of September 30, 2020**
- B. Approval of September 15, 2020 Virtual Public Hearing and Regular Meeting Minutes**

Mr. McGaffney presented the Consent Agenda Items.

On MOTION by Mr. McGuinness and seconded by Ms. Figueroa, with all in favor, the Consent Agenda Items, as presented, were accepted and approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the COVID-19 Pandemic

Mr. Pawelczyk presented Resolution 2021-02.

On MOTION by Ms. Figueroa and seconded by Mr. Granobles, with all in favor, Resolution 2021-02, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the COVID-19 Pandemic, in substantial form, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Responses to RFP for Amenity Management Services

A. Affidavit/Proof of Publication

The proof of publication was provided for informational purposes.

B. Evaluation Criteria

A sample of the Evaluation Criteria was provided for informational purposes.

C. Respondent

I. GAPA Property Management Corp.

Mr. Galo presented the GAPA Property Management (GAPA) proposal and responded to questions regarding annual costs, OSHA regulations, staffing, CPR certification, the pricing form and budgeted events.

II. UNUS Property Management

Mr. Victor Castro presented the UNUS Property Management (UNUS) proposal and responded to questions regarding the obligations of UNUS to residents, CRM implementation, CPR certification, staffing and the Base Costs of Operations.

D. Supervisor Evaluation/Ranking Sheet

The Board of Supervisors completed the Evaluation/Ranking sheets. Mr. McGaffney assisted Mr. Granobles with his evaluations, as he was attending telephonically.

The meeting recessed at 9:05 p.m.

The Board took a short recess while the District Manager and District Counsel reviewed the ranking sheets.

The meeting reconvened at 9:09 p.m.

Mr. McGaffney explained to the Board that, when adding up the individual Supervisors' scorings, the following were the cumulative totals:

GAPA	420 cumulative points
UNUS	412 cumulative points

Supervisor Granobles attended the meeting telephonically and instructed the District Manager on how to score his individual Supervisor ranking sheet. Mr. McGaffney further explained that three of the Supervisors individually scored UNUS higher than GAPA. Because of

these two facts, the Board of Supervisors would now need to discuss, among themselves, and determine who they, collectively, ranked as the #1 firm and the #2 firm. After extended conversations, it was determined, by unanimous decision and by motion, that UNUS was ranked #1 and GAPA was ranked #2.

On MOTION by Mr. McGuinness and seconded by Ms. Figueroa, with all in favor, ranking UNUS as the #1 ranked firm and GAPA as #2, was approved.

E. Authorization to Engage Amenity Management Services Firm

On MOTION by McGuinness and seconded by Ms. Figueroa, with all in favor, terminating the GAPA month-to-month Agreement, authorizing Management to coordinate the terms of termination with GAPA, engaging UNUS as the District’s Property Manager, establishing a start date and authorizing District Counsel to prepare a form of agreement, subject to the RFP, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Clubhouse Manager: *GAPA Property Management Corp.*

Mr. Galo presented the Malibu Bay Clubhouse October Management Report.

B. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*

Mr. Pawelczyk urged the newly elected Board Members to contact District Staff with questions or concerns. He reported that Board Meetings could go back to being virtual; updates would be provided. Regarding posting election results on the CDD website, the CDD website is managed by the criteria required by Chapter 189 Florida Statutes. Election information could be accessed via a link to the Supervisor of Elections (SOE) website.

Mr. Castro thanked the Board for engaging UNUS and stated he looked forward to servicing the CDD.

C. District Engineer: *Alvarez Engineers*

Mr. McGaffney stated that he conferred with Mr. Alvarez and the permitting process for the pool deck area is ongoing. Staff was finalizing the agreement between Armando Garcia

Landscaping and the District. Upon execution, the lake bank restoration project to stabilize the lake banks would commence and an e-blast would be sent informing residents of the project. The District Engineer would coordinate with Mr. Galo, Mr. Castro and the District Manager in overseeing the project.

D. District Manager: *Wrathell, Hunt and Associates, LLC*

Asked who manages the CDD website, Mr. McGaffney stated the District has a contract with a webmaster but Staff oversees the District operations and periodically updates the managing company. Discussion ensued regarding frivolous lawsuits, website compliance, federal laws, insurance guidelines, Americans with Disabilities Act (ADA) requirements, etc.

- **NEXT MEETING DATE: February 9, 2021 at 6:30 P.M.**
 - **QUORUM CHECK**

The next meeting would be held on February 9, 2021 at 6:30 p.m.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There being no Supervisors' requests, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

On MOTION by Mr. Goessel and seconded by Ms. Figueroa, with all in favor, the meeting adjourned at approximately 9:52 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair