December 9, 2019

Board of Supervisors
Quarry Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Quarry Community Development District will be held Monday December 16, 2019 at 1:00 p.m. at the Quarry Beach Club, 8975 Kayak Drive, Naples, FL 34120. Following is the advance agenda for the meeting:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comments on Agenda Items
6. District Manager’s Report
   A. Approval of the Minutes of November 18, 2019
7. Attorney’s Report
8. Engineer’s Report
9. Business Items
   A. Phase II/III Construction Items
      i. Discussion on Shoreline Repair Project – Phase II walk-through inspection results & close-out
      ii. Purchase Orders for sampling excavator services from Quality Enterprises and ECS – Update
      iii. Change Order for Phase III – dock utilities disconnection costs
   B. HOA/CDD Transition Items
      i. Lake and Preserve Maintenance RFP – status of RFP submittal & contractor responses
      ii. Assignment of Golf Club / HOA Agreement – discussion on Golf Club pond and Preserve maintenance; consideration of additional engineering review
   C. Property Due Diligence Items
i. Update regarding CDD Supervisor Notebooks & Related Property Ownership Analysis

ii. Discussion regarding Assumption of Seawall and Beach Maintenance by CDD

D. Litigation Items
   i. Discussion on Phase I contractor settlement funds
   ii. Declaration of Shade Session for January 2020

E. New Business Items
   i. Status of CDD website development and roll-out plan
   ii. Storage costs from SDS – Inframark proposal
   iii. Establishment of committees

10. Supervisors Requests

11. Audience Comments

12. Adjournment

All other supporting documents for agenda items are enclosed or will be distributed separately. The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting and in the meantime, if you have any questions, please contact me at (904) 626-0593.

Sincerely,

Bob Koncar
Bob Koncar
District Manager

cc: Jere Earlywine Jeffrey Satfield Albert Lopez
Sixth Order of Business
6A.
The regular meeting of the Board of Supervisors of the Quarry Community Development District was held Thursday November 18, 2019 at 1:00 p.m. at Quarry Beach Club located at 8975 Kayak Drive, Naples, FL 34120.

Present and constituting a quorum were:

- George Cingle, Chairperson
- Stanley T. Omland, Vice-Chairman
- Timothy B. Cantwell, Assistant Secretary
- Lloyd Schliep, Assistant Secretary

Also present were:

- Bob Koncar, District Manager
- Jere Earlywine - on the phone, District Counsel
- Albert Lopez -in the field, District Engineer

The following is a summary of the discussions and actions taken at the November 18, 2019 Quarry Community Development District’s Board of Supervisors Meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

- Mr. Koncar called the roll and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

- The pledge of allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

On MOTION by Mr. Cantwell and seconded by Mr. Omland with all in favor, the meeting agenda was approved. 4-0

**FOURTH ORDER OF BUSINESS**

**Public Comments on Agenda Items**

- There being none, the next agenda item followed.
FIFTH ORDER OF BUSINESS

A. Approval of the Minutes of October 21, 2019
   • Mr. Koncar asked if there were any changes, corrections, deletions to the minutes.
     Changes were requested and will be made part of the final record.

   On MOTION by Mr. Schliep and seconded by Mr. Cantwell with all in favor, the minutes of the meeting of October 21, 2019 were approved as amended. 4-0

B. Financial Report
   i. September 30, 2019
   ii. October 31, 2019
   • Mr. Koncar presented the financial report for the end of year as well as that of the October 31, 2019 financials. He reviewed the reports with the Board and there were several questions which Mr. Koncar responded to.

   On MOTION by Mr. Cantwell and seconded by Mr. Omland with all in favor, the financials for September and October 2019 were accepted. 4-0

C. Check Register and Invoices, October 31, 2019
   • Mr. Koncar presented the check register and invoices. He indicated this might be something that had not been done by the previous management company. He explained the purpose of this document to the Board.

   On MOTION by Mr. Omland and seconded by Mr. Cantwell with all in favor, check register and invoices for October 31, 2019 were approved. 4-0

D. Resolution 2020-03, Amending the Budget
   • Mr. Koncar explained this resolution is done at the end of every fiscal year where the budget is amended. He reviewed the resolution with the Board.

   On MOTION by Mr. Schliep and seconded by Mr. Cantwell with all in favor, resolution 2020-03 amending the 2019 budget was adopted. 4-0
E. Resolution 2020-04, Designating the Secretary
- This resolution is to designate a secretary. This is something that was left over from the change in management. This resolution has designated Mr. Koncar Secretary for the purpose of making sure bills get paid.

On MOTION by Mr. Omland and seconded by Mr. Cantwell with all in favor, resolution 2020-04 designating a Secretary was adopted. 4-0

F. Motion to Assign Fund Balance
- This shows the motion to realize the additional funds in assigning the fund balance and this is done every year.

On MOTION by Mr. Schliep and seconded by Mr. Cantwell with all in favor, the motion to assign fund balance was approved. 4-0

G. Ratification of Campus Suite ADA Website Compliance Proposals
   i. Statutory Website Posting Requirements
   - Mr. Koncar indicated at the last meeting the Board approved the proposal from Campus Suite to make the website ADA compliant.
   - Discussion was had regarding the minimum legal requirements, the items to be maintained and the length of time certain items will remain posted on the website.

SIXTH ORDER OF BUSINESS
   Attorney’s Report
   - None.

SEVENTH ORDER OF BUSINESS
   Engineer’s Report
   - Mr. Lopez was in the field and not present at today’s meeting. The report was presented and discussed the work on the preserve which Mr. Flister oversees. The plans for lake maintenance include the following recommendations:
     o To split the lake and preserve into two separate proposal requests.
     o To re-evaluate the work done in the preserve and develop a new plan that addresses specific requirements from both residents, golf club and the general legal requirements.
• Mr. Flister met with Albert and Amy and was very happy with their comments. CPH will provide plans containing specific contractor requirements and deadlines for Board approval.

EIGHTH ORDER OF BUSINESS

Old Business

A. Change Orders to Florida Evergreen for Phase II Sprinkler Revisions
• There was one sprinkler revision made after the last meeting and the additional sprinklers required at Slate Court are for the Phase III work.

B. Discussion on Reimbursement Payments for Homeowners
• A discussion occurred at the last meeting regarding this item. This was placed on the agenda again for Board discussion.
• Mr. Cingle indicated this item relates to property owners who have been impacted by the Shoreline repair project. The Board has received a request for reimbursement from the owner for three cleanings at 9337 Quarry Drive.
• Mr. Cingle indicated the reimbursement amount is minimal but wants to be careful as to not to establish a precedent. Further discussion ensued regarding this matter.
• Mr. Cantwell suggested a resolution be prepared which lays out the protocol that explicitly states the District will not reimburse for any work/repairs after the fact. The District must be able to inspect and approve the work prior to disbursement to any vendor.
• Mr. Earlywine provided his input on this matter.
• The question was asked if going forward on this matter would set a precedent and what will this issue cause going forward in the future. Mr. Cingle stated the process should be made clear to homeowners and he feels the engineer and management company should be the first line of receipt so that they can review any work or repairs prior to any disbursement. The onsite engineer will be better equipped to evaluate whether the damages were caused by their work or something else. Mr. Cingle continued by saying that there is a need to have an SOP which clearly states if there is an issue or problem, to call or email the engineer or management company as a first contact.
• Mr. Omland stated those who are impacted by this are immediately adjacent to the Quarry Drive loading zone. He would like to be transparent and give those who have been truly damaged an opportunity to be reimbursed and agrees that they should give prior notice of damages and not after the fact.

• Mr. Cantwell requested to let the record reflect that going forward, the District will not accept any reimbursement requests for expenses paid by homeowners after the fact.

• Further discussion ensued regarding this matter.

On MOTION by Mr. Cantwell and seconded by Mr. Schliep with all in favor, provide reimbursement to the resident at 9337 Quarry Drive for cleaning costs and pool filter replacement with the provision that all future claims be approved in advance prior to incurring costs for repairs was approved. 4-0

C. Discussion on Seawall and Border Edge Repairs for Spinner Cove

• During the summer, a request was received from several homeowners about some damage to the seawall and to the associated berm areas. CPH reviewed these specific areas, prepared a drawing that detailed the necessary repairs. The drawing was submitted for bids – one contractor declined to bid, there was no reply from a second contractor, but a quote was received from Copeland Southern Enterprises.

• Copeland Southern Enterprises was recommended by CPH, who has experience with them at Heritage Bay. Copeland Southern Enterprises quoted a price of $19,775 that far in excess of the original CPH estimate was $5,000, which was a budgetary estimate. It is important to note that Mr. Copeland walked the entire shoreline and identified not only the additional separations in the concrete wall but recommended the repair of the entire berm. Discussion ensued regarding the scope of work.

• From a cost standpoint, Copeland is recommending a much more extensive repair to the area than what was originally planned. Mr. Cingle stated that Mr. Lopez was asked to confirm if the Copeland scope and price are necessary and reasonable, and Mr. Lopez responded yes.
• Mr. Omland stated he supported the quote but would like to have a second or third contractor on future bid lists for these types of repairs for competitive purposes.

On MOTION by Mr. Cingle and seconded by Mr. Omland with all in favor, the proposal from Copeland Southern Enterprise in the amount of $19,775 for the Spinner Cove project was approved. 4-0

D. Update on Fieldstone Drainage Project
• At the last Board meeting, the Board approved a purchase order to Citron - Down to Earth for approximately $17,000 for the Fieldstone Lane drainage project. The original quote was received the Friday before the previous board meeting and was not sufficiently vetted. Errors in the quote resulted in the rejection of the original quote and a rebid. Three quotes were received and properly vetted - one was for $97,775, another for $55,100 and the selected quote of $20,150 was again provided by Down to Earth.
• Mr. Cingle recommended that the Board accept the Down to Earth quote with the increase of approximately $4,000.
• Mr. Omland provided his comments on this project.

On MOTION by Mr. Cingle and seconded by Mr. Omland with all in favor, the proposal from Citron in the amount of $4,000 for the fieldstone drainage project pipe installation was approved. 4-0

• Mr. Koncar introduced Alan Baldwin the Accounting Manager from Inframark.

E. Update Regarding CDD Supervisor Notebooks and Related Property Ownership Analysis and Maps
   i. Property Analysis of Seawall and Beach Maintenance
• Mr. Earlywine provided an update on this matter.
• Mr. Omland had comments on this. The CDD 101 notebook is becoming more relevant and he questioned if Mr. Cingle is going to report on the HBUA issues with the commercial properties and the potential for some cost sharing in the future. He is looking forward to seeing the maps as well as reviewing the documentation to better understand their role,
jurisdiction and responsibilities. Mr. Omland will follow-up with Mr. Earlywine on the
outline in terms of things that he needs to add.

F. **Review of Maintenance Transition from the QCA and Ecoharvester Discussions**

- Discussion ensued regarding the transition of lake maintenance from the QCA, the
  associated lake maintenance RPF, and additional maintenance issues for the remainder
  of 2019.
- The RFP was presented to the Board for review. The RFP includes the standard lake
  maintenance package with the weed removal method to be chosen by the contractor with
  an option to use the QCA Ecoharvester (subject to negotiation between the QCA and the
  contractor).
- A second issue is the balance of work that needs to be done on the lake for 2019. The
  QCA is responsible through January 1, 2020 and has funding to accomplish several
  additional maintenance items before the end of the year.
- Mr. Earlywine and Mr. Koncar provided their input on this matter.

G. **Lake and Preserve Maintenance RFP – Status of RFP submittal and contractor responses
to date**

- Resident comments were made, and Mr. Cingle responded to the concerns addressed and
  provided an update on this matter.

H. **Status of Dock Inspection Quotes**

- Mr. Schliep provided an update on this item.

On MOTION by Mr. Schliep and seconded by Mr. Omland with all
in favor, a contract with KW Docks in the amount of $5,800 was
approved. 4-0

### NINTH ORDER OF BUSINESS

#### New Business

A. **EJCDC Change Order to Quality Enterprises for Shoreline Repair Project – Phase II**

- Mr. Cingle informed the Board they officially approved the change order for phase III work
  and the stumbling block of wrong rock has been resolved.
B. Purchase Order for #3 Fairway Sod for Shoreline Repair Project – Phase II
   • Mr. Cingle provided an update on this project. He stated that as QE performs repairs around Stone lake, the sod and sprinkler systems will also be replaced and repaired. It was not originally realized that the golf course fairways are composed of specialized sod, and not the standard sod used around the lake.

C. Discussion on Shoreline Repair Project – Phase II Walk-through Inspection Results and Close-out
   • Mr. Cingle provided an update on this project. He indicated that for Phase II, there will be a walk-through inspection to close out that portion of the project. The loading area work will not be done until the end of Phase III.

D. Purchase Orders for Sampling Excavator Services from Quality Enterprises and ECS
   • Mr. Cingle provided an update on the efforts to analyze the rip rap rock from the Phase I lakeshore repair. It is necessary to retain the services of an excavator and crew to obtain the rock samples for the rip rap rock analysis. QE has offered the services of their on-site equipment for this purpose.
   • Mr. Omland provided his comments on the discussion.

On MOTION by Mr. Cingle and seconded by Mr. Cantwell with all in favor, change order for CES for Boulder Lake project in the amount not to exceed $4,000 was approved. 4-0

E. Status of Assumption of Seawall and Beach Maintenance by CDD
   • Mr. Cingle indicated they hope to have a resolution on this matter in December.
   • Beach maintenance was discussed. Mr. Earlywine provided his input on this discussion.
   • Audience comments were received, and further discussion ensued regarding this matter.

F. Discussion of Agenda Package Distribution by FedEx
   • The agenda package distribution was discussed, and the Board members agreed to have all future agenda packages sent electronically.
TENTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Cingle shared information regarding the recent Heritage Bay Umbrella Association meeting which was attended by Quarry CDD and Heritage Bay CDD members.
- The Heritage Bay Umbrella Association extends from the CVS on Immokalee Road down to the Race Trac service station. This excludes the existing hospital and home development behind the Goodwill store. This property is under the purview of the Heritage Bay Umbrella Association, and to date no business entities in this area have paid any assessments for Hurricane Irma or annual maintenance.
- Further discussion ensued regarding Heritage Bay pursuing this issue with those commercial properties that exist along that road. Audience comments were received on this discussion.
- Discussion ensued regarding the ongoing FEMA application for which Tony Ettore, special legal counsel is advocating for the District.
- Mr. Cingle discussed the need for a Shade session scheduled in advance of the December meeting.
- Discussion ensued regarding the publication of a special notice in addition to the regular meeting notice, and the cost of a court reporter. The Board agreed to grant the Chairman the right to schedule the meeting at this time but cancel it in the future if needed.
- Mr. Earlywine provided his input on this matter.
- Further discussion ensued regarding this matter and the Board discussed, reviewed and understood the ramifications to decide or not decide to make a decision at this meeting.
- Discussion ensued regarding the Audit Committee meeting which is scheduled for December 16, 2019. Mr. Koncar stated the audit committee meeting is scheduled for 12:00 Noon but can be moved should they decide to have a Shade meeting. Mr. Traficante is available on the 16th for this meeting.

On MOTION by Mr. Omland seconded by Mr. Cantwell with all in favor to have the Audit Selection Committee meeting at 11:30 a.m. and a Shade meeting at 12:00 noon on December 16, 2019 subject to the Chairs’ discretion being able to cancel the Shade meeting depending upon the need to have the meeting was approved. 4-0
Mr. Omland asked if the work schedule for Marblestone is broken into two parts. He questioned which end of Marblestone will be started, the south end working its way north or the north end working its way south.

Mr. Cingle stated typically they work from the north and work their way south. Mr. Omland continued when they started Phase I they worked from the south to the north.

Mr. Cingle stated the plan was to do south to north, but they may change that to north to south.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments**
- Audience comments were received.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Omland seconded by Mr. Cantwell with all in favor the meeting adjourned. 4-0

__________________________  _________________________
Secretary/Assistant Secretary  Chairperson/Vice-Chairperson