

**THE QUARRY
COMMUNITY DEVELOPMENT DISTRICT**

**REGULAR MEETING
DECEMBER 16, 2019**

Quarry Community Development District
Inframark, Infrastructure Management Services
210 North University Drive Suite 702, Coral Springs, Florida 33071
Telephone: 954-603-0033; Fax: 954-345-1292

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**

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- 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.

**MINUTES OF MEETING
THE QUARRY
COMMUNITY DEVELOPMENT DISTRICT**

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 - <i>on the phone</i>	District Counsel
Albert Lopez - <i>in the field</i>	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.

40 **FIFTH ORDER OF BUSINESS** **District Manager’s Report**

41 **A. Approval of the Minutes of October 21, 2019**

- 42 • Mr. Koncar asked if there were any changes, corrections, deletions to the minutes.
- 43 Changes were requested and will be made part of the final record.

44

45 On MOTION by Mr. Schliep and seconded by Mr. Cantwell with all

46 in favor, the minutes of the meeting of October 21, 2019 were

47 approved as amended. 4-0

48

49 **B. Financial Report**

- 50 i. September 30, 2019
- 51 ii. October 31, 2019
- 52 • Mr. Koncar presented the financial report for the end of year as well as that of the October
- 53 31, 2019 financials. He reviewed the reports with the Board and there were several
- 54 questions which Mr. Koncar responded to.

55

56 On MOTION by Mr. Cantwell and seconded by Mr. Omland with all

57 in favor, the financials for September and October 2019 were

58 accepted. 4-0

59

60 **C. Check Register and Invoices, October 31, 2019**

- 61 • Mr. Koncar presented the check register and invoices. He indicated this might be
- 62 something that had not been done by the previous management company. He explained
- 63 the purpose of this document to the Board.

64

65 On MOTION by Mr. Omland and seconded by Mr. Cantell with all in

66 favor, check register and invoices for October 31, 2019 were

67 approved. 4-0

68

69 **D. Resolution 2020-03, Amending the Budget**

- 70 • Mr. Koncar explained this resolution is done at the end of every fiscal year where the
- 71 budget is amended. He reviewed the resolution with the Board.

72

73 On MOTION by Mr. Schliep and seconded by Mr. Cantwell with all

74 in favor, resolution 2020-03 amending the 2019 budget was

75 adopted. 4-0

76 **E. Resolution 2020-04, Designating the Secretary**

- 77 • This resolution is to designate a secretary. This is something that was left over from the
- 78 change in management. This resolution has designated Mr. Koncar Secretary for the
- 79 purpose of making sure bills get paid.

80

81 On MOTION by Mr. Omland and seconded by Mr. Cantwell with all
 82 in favor, resolution 2020-04 designating a Secretary was adopted.
 83 4-0

84

85 **F. Motion to Assign Fund Balance**

- 86 • This shows the motion to realize the additional funds in assigning the fund balance and
- 87 this is done every year.

88

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

91

92 **G. Ratification of Campus Suite ADA Website Compliance Proposals**

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

98

99 **SIXTH ORDER OF BUSINESS**

Attorney’s Report

- 100 • None.

101

102 **SEVENTH ORDER OF BUSINESS**

Engineer’s Report

- 103 • Mr. Lopez was in the field and not present at today’s meeting. The report was presented
- 104 and discussed the work on the preserve which Mr. Flister oversees. The plans for lake
- 105 maintenance include the following recommendations:
 - 106 ○ To split the lake and preserve into two separate proposal requests.
 - 107 ○ To re-evaluate the work done in the preserve and develop a new plan that
 - 108 addresses specific requirements from both residents, golf club and the general
 - 109 legal requirements.

- 110 • Mr. Flister met with Albert and Amy and was very happy with their comments. CPH will
111 provide plans containing specific contractor requirements and deadlines for Board
112 approval.

113

114 **EIGHTH ORDER OF BUSINESS** **Old Business**

115 **A. Change Orders to Florida Evergreen for Phase II Sprinkler Revisions**

- 116 • There was one sprinkler revision made after the last meeting and the additional sprinklers
117 required at Slate Court are for the Phase III work.

118

119 **B. Discussion on Reimbursement Payments for Homeowners**

- 120 • A discussion occurred at the last meeting regarding this item. This was placed on the
121 agenda again for Board discussion.

- 122 • Mr. Cingle indicated this item relates to property owners who have been impacted by the
123 Shoreline repair project. The Board has received a request for reimbursement from the
124 owner for three cleanings at 9337 Quarry Drive.

- 125 • Mr. Cingle indicated the reimbursement amount is minimal but wants to be careful as to
126 not to establish a precedent. Further discussion ensued regarding this matter.

- 127 • Mr. Cantwell suggested a resolution be prepared which lays out the protocol that
128 explicitly states the District will not reimburse for any work/repairs after the fact. The
129 District must be able to inspect and approve the work prior to disbursement to any
130 vendor.

- 131 • Mr. Earlywine provided his input on this matter.

- 132 • The question was asked if going forward on this matter would set a precedent and what
133 will this issue cause going forward in the future. Mr. Cingle stated the process should be
134 made clear to homeowners and he feels the engineer and management company should
135 be the first line of receipt so that they can review any work or repairs prior to any
136 disbursement. The onsite engineer will be better equipped to evaluate whether the
137 damages were caused by their work or something else. Mr. Cingle continued by saying
138 that there is a need to have an SOP which clearly states if there is an issue or problem, to
139 call or email the engineer or management company as a first contact.

- 140 • Mr. Omland stated those who are impacted by this are immediately adjacent to the
141 Quarry Drive loading zone. He would like to be transparent and give those who have been
142 truly damaged an opportunity to be reimbursed and agrees that they should give prior
143 notice of damages and not after the fact.
- 144 • Mr. Cantwell requested to let the record reflect that going forward, the District will not
145 accept any reimbursement requests for expenses paid by homeowners after the fact.
- 146 • Further discussion ensued regarding this matter.

147
148 On MOTION by Mr. Cantwell and seconded by Mr. Schliep with all
149 in favor, provide reimbursement to the resident at 9337 Quarry
150 Drive for cleaning costs and pool filter replacement with the
151 provision that all future claims be approved in advance prior to
152 incurring costs for repairs was approved. 4-0

153
154 **C. Discussion on Seawall and Border Edge Repairs for Spinner Cove**

- 155 • During the summer, a request was received from several homeowners about some
156 damage to the seawall and to the associated berm areas. CPH reviewed these specific
157 areas, prepared a drawing that detailed the necessary repairs. The drawing was
158 submitted for bids – one contractor declined to bid, there was no reply from a second
159 contractor, but a quote was received from Copeland Southern Enterprises.
- 160 • Copeland Southern Enterprises was recommended by CPH, who has experience with
161 them at Heritage Bay. Copeland Southern Enterprises quoted a price of \$19,775 that far
162 in excess of the original CPH estimate was \$5,000, which was a budgetary estimate. It is
163 important to note that Mr. Copeland walked the entire shoreline and identified not only
164 the additional separations in the concrete wall but recommended the repair of the entire
165 berm. Discussion ensued regarding the scope of work.
- 166 • From a cost standpoint, Copeland is recommending a much more extensive repair to the
167 area than what was originally planned. Mr. Cingle stated that Mr. Lopez was asked to
168 confirm if the Copeland scope and price are necessary and reasonable, and Mr. Lopez
169 responded yes.

- 170 • Mr. Omland stated he supported the quote but would like to have a second or third
- 171 contractor on future bid lists for these types of repairs for competitive purposes.

172

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

176

177 **D. Update on Fieldstone Drainage Project**

- 178 • At the last Board meeting, the Board approved a purchase order to Citron - Down to Earth
- 179 for approximately \$17,000 for the Fieldstone Lane drainage project. The original quote
- 180 was received the Friday before the previous board meeting and was not sufficiently
- 181 vetted. Errors in the quote resulted in the rejection of the original quote and a rebid.
- 182 Three quotes were received and properly vetted - one was for \$97,775, another for
- 183 \$55,100 and the selected quote of \$20,150 was again provided by Down to Earth.
- 184 • Mr. Cingle recommended that the Board accept the Down to Earth quote with the
- 185 increase of approximately \$4,000.
- 186 • Mr. Omland provided his comments on this project.

187

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

191

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

193

194 **E. Update Regarding CDD Supervisor Notebooks and Related Property Ownership Analysis**
195 **and Maps**

- 196 i. Property Analysis of Seawall and Beach Maintenance
- 197 • Mr. Earlywine provided an update on this matter.
- 198 • Mr. Omland had comments on this. The CDD 101 notebook is becoming more relevant
- 199 and he questioned if Mr. Cingle is going to report on the HBUA issues with the commercial
- 200 properties and the potential for some cost sharing in the future. He is looking forward to
- 201 seeing the maps as well as reviewing the documentation to better understand their role,

202 jurisdiction and responsibilities. Mr. Omland will follow-up with Mr. Earlywine on the
203 outline in terms of things that he needs to add.

204
205 **F. Review of Maintenance Transition from the QCA and Ecoharvester Discussions**

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

217
218 **G. Lake and Preserve Maintenance RFP – Status of RFP submittal and contractor responses**
219 **to date**

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

222
223 **H. Status of Dock Inspection Quotes**

- 224 • Mr. Schliep provided an update on this item.

225
226 On MOTION by Mr. Schliep and seconded by Mr. Omland with all
227 in favor, a contract with KW Docks in the amount of \$5,800 was
228 approved. 4-0

229
230 **NINTH ORDER OF BUSINESS** **New Business**

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

- 232 • Mr. Cingle informed the Board they officially approved the change order for phase III work
233 and the stumbling block of wrong rock has been resolved.

234

- 235 **B. Purchase Order for #3 Fairway Sod for Shoreline Repair Project – Phase II**
 236 • Mr. Cingle provided an update on this project. He stated that as QE performs repairs
 237 around Stone lake, the sod and sprinkler systems will also be replaced and repaired. It
 238 was not originally realized that the golf course fairways are composed of specialized sod,
 239 and not the standard sod used around the lake.

- 240
 241 **C. Discussion on Shoreline Repair Project – Phase II Walk-through Inspection Results and**
 242 **Close-out**
 243 • Mr. Cingle provided an update on this project. He indicated that for Phase II, there will
 244 be a walk-through inspection to close out that portion of the project. The loading area
 245 work will not be done until the end of Phase III.

- 246
 247 **D. Purchase Orders for Sampling Excavator Services from Quality Enterprises and ECS**
 248 • Mr. Cingle provided an update on the efforts to analyze the rip rap rock from the Phase I
 249 lakeshore repair. It is necessary to retain the services of an excavator and crew to obtain
 250 the rock samples for the rip rap rock analysis. QE has offered the services of their on-site
 251 equipment for this purpose.
 252 • Mr. Omland provided his comments on the discussion.

253
 254 On MOTION by Mr. Cingle and seconded by Mr. Cantwell with all in
 255 favor, change order for CES for Boulder Lake project in the amount
 256 not to exceed \$4,000 was approved. 4-0
 257

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

- 262
 263 **F. Discussion of Agenda Package Distribution by FedEx**
 264 • The agenda package distribution was discussed, and the Board members agreed to have
 265 all future agenda packages sent electronically.

266
 267

268 **TENTH ORDER OF BUSINESS**

Supervisor Requests

- 269 • Mr. Cingle shared information regarding the recent Heritage Bay Umbrella Association
- 270 meeting which was attended by Quarry CDD and Heritage Bay CDD members.
- 271 • The Heritage Bay Umbrella Association extends from the CVS on Immokalee Road down
- 272 to the Race Trac service station. This excludes the existing hospital and home
- 273 development behind the Goodwill store. This property is under the purview of the
- 274 Heritage Bay Umbrella Association, and to date no business entities in this area have paid
- 275 any assessments for Hurricane Irma or annual maintenance.
- 276 • Further discussion ensued regarding Heritage Bay pursuing this issue with those
- 277 commercial properties that exist along that road. Audience comments were received on
- 278 this discussion.
- 279 • Discussion ensued regarding the ongoing FEMA application for which Tony Ettore, special
- 280 legal counsel is advocating for the District.
- 281 • Mr. Cingle discussed the need for a Shade session scheduled in advance of the December
- 282 meeting.
- 283 • Discussion ensued regarding the publication of a special notice in addition to the regular
- 284 meeting notice, and the cost of a court reporter. The Board agreed to grant the Chairman
- 285 the right to schedule the meeting at this time but cancel it in the future if needed.
- 286 • Mr. Earlywine provided his input on this matter.
- 287 • Further discussion ensued regarding this matter and the Board discussed, reviewed and
- 288 understood the ramifications to decide or not decide to make a decision at this meeting.
- 289 • Discussion ensued regarding the Audit Committee meeting which is scheduled for
- 290 December 16, 2019. Mr. Koncar stated the audit committee meeting is scheduled for
- 291 12:00 Noon but can be moved should they decide to have a Shade meeting. Mr.
- 292 Traficante is available on the 16th for this meeting.

293
294
295
296
297
298

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

- 299 • Mr. Omland asked if the work schedule for Marblestone is broken into two parts. He
- 300 questioned which end of Marblestone will be started, the south end working its way north
- 301 or the north end working its way south.
- 302 • Mr. Cingle stated typically they work from the north and work their way south. Mr.
- 303 Omland continued when they started Phase I they worked from the south to the north.
- 304 • Mr. Cingle stated the plan was to do south to north, but they may change that to north
- 305 to south.

306
307 **ELEVENTH ORDER OF BUSINESS**

Audience Comments

- 308 • Audience comments were received.

309
310 **TWELFTH ORDER OF BUSINESS**

Adjournment

311 312 On MOTION by Mr. Omland seconded by Mr. Cantwell with all in 313 favor the meeting adjourned. 4-0 314 315 316 317 318
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Secretary/Assistant Secretary

Chairperson/Vice-Chairperson