

**MINUTES OF MEETING
GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Grand Haven Community Development District's Board of Supervisors was held on **Thursday, January 19, 2012 at 9:30 a.m.**, at the **Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137.**

Present at the meeting were:

Dr. Stephen Davidson	Chair
Peter Chiodo	Vice Chair
Marie Gaeta	Assistant Secretary
Tom Lawrence	Assistant Secretary
John Pollinger	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Matt Kozak	Wrathell, Hunt & Associates, LLC
Scott Clark	District Counsel
Howard McGaffney	Amenity Management Group (AMG)
Roy Deary	Amenity Management Group (AMG)
Barry Kloptosky	Operations/Field Manager
Louise Leister	Horticulturalist
David Cotrell	Aquatic Systems
Denise Bevin	City of Palm Coast
David Click (via telephone)	RGA
Bill Henry (via telephone)	RGA
Bill Bingham (via telephone)	RGA
David Reisman	Resident
Ron Merlo	Resident
Bob Hopkins	Resident
Jay Weisz	Resident
Frank Benham	Resident
Diane Layng	Resident
Mia Marchio	Resident
Gary Noble	Resident
Patricia Smith	Resident
Linda Struble	Resident
Al Lo Monaco	Resident
Vic Natiello	Resident
Pat Maloney	Resident
Joanne Salkovitz	Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Wrathell called the meeting to order at 9:40 a.m. He noted, for the record, that Supervisors Davidson, Lawrence and Pollinger were present, in person, at roll call.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

**AUDIENCE/RESIDENT RESPONSE,
REPORT & COMMENTS (3-Minute
Rule; Non-Agenda Items)**

Mr. Jay Weisz, a resident, indicated this is his third visit to a meeting with the same question he has asked repeatedly regarding the Grand Haven regulation that governs the purchase of gate access clickers. He asked if there is a regulation that stipulates where to go to buy a clicker and how much it costs.

Supervisor Davidson indicated the District's policy has been in effect for many years but has never been codified; however, as a result of Mr. Weisz's request, the District is working on a manual that will publish information regarding this matter. Mr. Weisz asked for confirmation that there is currently no written policy instructing residents where to purchase a clicker. Supervisor Davidson replied that there is not; however, the information was previously written for different types of communications but never in one (1) place. Mr. Weisz recalled that the CDD office quoted a specific regulation, by number, stipulating where to purchase the clicker and informing him he had purchased an illegal clicker. Mr. Weisz questioned what regulation the staff member was quoting. Supervisor Davidson was unsure of the specific regulation quoted. Mr. Weisz stated the staff member lied to him. Supervisor Davidson indicated there is no evidence as to what really transpired during the conversation but there is now a camera and audio recording devices wherever staff is interfacing with the public.

Mr. Weisz reminded the Board that he received an incriminating incident report from the CDD office and asked who wrote the report, as it was not signed, and he feels it defames his character. Mr. Kloptosky indicated the incident report was composed by the staff members who interacted with Mr. Weisz in the office. In response to Mr. Weisz's question, Mr. Kloptosky confirmed the report was written by the two (2) women who work in the CDD office.

Ms. Diane Layng, a resident, thanked the Board for their work; however, she wished to comment regarding the use of workshop time. She indicated she attended a significant portion of the last workshop. Ms. Layng observed that the workshop agenda looks so much like a regular meeting agenda. She noted two (2) Supervisors could not attend the workshop and questioned whether there were critical matters on the agenda or could it have been cancelled. She felt a workshop is not to address eight (8) or nine (9) things, audience comments or reports. Ms. Layng asked the Board to differentiate between a workshop and a meeting. She felt workshops are meant to address one (1) or two (2) matters that require a lot of discussion before making decisions at the next meeting.

******Supervisor Chiodo arrived at 9:46.******

Ms. Mia Marchio, a resident, voiced her satisfaction with the work completed by S.E. Cline on Sailfish Drive. She asked about the status of resurfacing and the remainder of the project. Supervisor Davidson indicated the resurfacing and recontouring require a master plan prepared by an engineering firm familiar with road building. Supervisor Davidson stated that in his opinion, the current District Engineer is not acceptable, to most of the Board, and, for this reason, the District is now searching for a new engineering firm. Mr. Kloptosky indicated the survey was completed; puddling on the street can be addressed on a case-by-case basis.

Ms. Ginger Richards, a resident, indicated that a Grand Haven employee told her the curbing along Sailfish Drive would be addressed this calendar year. She questioned if new curbs and resurfacing are no longer planned for this year. Mr. Kloptosky indicated that is not correct; the Board needs to determine how and when to proceed but the engineering part is a factor. Supervisor Pollinger assured Ms. Richards that this matter will not be forgotten.

FOURTH ORDER OF BUSINESS

CONSULTANTS, GUEST REPORTS & PRESENTATIONS

- **RGA Phase 2 ADA Assessment (David Click)**
 - **Construction Documents**

Mr. Click indicated RGA is at the conclusion of Phase 2 and are now prepared to develop remedies to the issues. He reviewed the documents located behind Tab 4 containing maps, a site plan, pictures, drawings, notes and identification of the issues. He discussed recommendations.

Discussion ensued regarding the pavers recommended by RGA for the walkway and whether they conform to the landscaping plan. Mr. Wrathell asked if the path can be permeable. Mr. Click replied affirmatively and explained the reasoning behind recommending pavers.

Mr. Click discussed issues with the sink height in the kitchen, which he is finding throughout CDDs. Most sinks are at the standard 36 inches, which is standard, but the ADA standards only allow for it to be 34 inches high, because it is for public use. Mr. Click confirmed the countertops can remain at their current height; only the sink must be lowered.

Mr. Click referred to drawings regarding the pool chair lifts and noted his understanding that the District is already pursuing a vendor to purchase and install the chair lifts.

Mr. Click indicated the CDD has three (3) guardhouses; however, only one (1) must be ADA compliant. He reviewed his observations and recommendations. Discussion ensued regarding requirements for a handicapped parking space. Mr. Click recommended removing the shelving in the guardhouse.

Mr. Click indicated a metal handrail, at a 3'2" height, needs to be attached to the existing handrail, at the Marlin Drive fishing pier. Regarding playground equipment changes, Mr. Click confirmed the items are modular components that are interchangeable.

Mr. Click discussed the reconfiguration of the Village Center fitness center, to make it ADA compliant. He explained the recommended adjustments to the bocce ball courts, the playground areas and water fountains. In response to Supervisor Pollinger's question, Mr. Click confirmed the Board may wish to consider installing concrete to feather-off the sidewalk edges, to eliminate drop-offs, and so they meet with the mulch. He noted the slope must meet ADA requirements. Mr. Click indicated the existing water fountain is fine; however, a lower one must be installed. Supervisor Lawrence commented that the water fountain at the Village Center playground does not work and questioned if it could be removed, rather than adding another, which is ADA compliant. Mr. Click recalled the Board's previous consideration of removing water fountains throughout the community but noted he still provided options, should they decide to keep them. Mr. Click confirmed removal of water fountains is an acceptable solution; thus, eliminating the need to become compliant.

Mr. Click reviewed the Wild Oaks area, which requires providing access to the dog park area and a bench. A new bench can be installed or the existing bench could be relocated. He discussed height requirements of the transfer platforms in the playground area. Discussion

ensued regarding pathway materials for the dog park and bench access path. In response to a question, Mr. Click confirmed there is no requirement to have a bench inside the dog park; however, if there is one, there must be a path leading to it. Supervisor Lawrence voiced his opinion that people use the bench and felt people would be unhappy if it was removed from within the dog park. A resident confirmed that people use the bench.

Mr. Click indicated the construction document is derived from the information gathered during the Phase 1 assessment. Part of the scope of work was to revise the cost estimate and budgetary numbers. Mr. Click advised that the original cost estimate was \$89,000 and the revised amount is now \$39,600.

Mr. Kloptosky discussed work that can be performed by on-site staff and items that require outside contractors. He feels there are numerous things staff can complete; however, the question is whether they can be completed by the March 15, 2012 deadline. Mr. Kloptosky advised it would require a virtual halt to all other work, in order to complete the work in time.

Mr. Henry indicated RGA is currently handling the improvements in a number of CDDs, to help them expedite completion by the deadline. He reported that some are of the belief that the CDD must issue a letter of compliance, which requires that the work is completed and is certified upon its completion. Mr. Henry anticipated writing about 30 letters of compliance, for various CDDs, within the next two (2) months. He advised that RGA is working with a group of contractors who are specializing in this type of work. This allows RGA to oversee the work and streamline the inspection process; otherwise, RGA must return to compare the work performed to what was prescribed. Mr. Henry acknowledged the District can save money by conducting work themselves but there are some projects where it is better to have a purveyor complete the work. He further detailed RGA's work with various contractors.

In response to Supervisor Davidson's question regarding whether the pavers, which is a project in progress, would need to be inspected, Mr. Henry indicated anything that RGA writes a letter on must be reinspected, in order to certify it. Regarding the pavers, Supervisor Davidson advised that the City of Palm Coast has tied up the paver permit process for six (6) months at a time. Mr. Kloptosky indicated he would like to see a complete estimate from one (1) of the contractors, suggested by RGA, so he can review it for cost and to delete any items he feels can be obtained cheaper. As an example, referring to the cost sheet regarding moving fitness center equipment, Mr. Kloptosky advised that he has a local contractor who will only charge a couple

hundred dollars to move the equipment. Mr. Henry reassured that just because a scope of work is created and bids are received, the District does not have to include all of it in the final contract. Mr. Henry spoke about performing the work in-house or using other contractors, noting that the District must ensure that the contractors hired for small jobs are properly insured, etc.

Supervisor Pollinger voiced his opinion the District's two (2) employees cannot complete all of the work within the next two (2) months. Mr. Henry indicated, in his opinion, the best way to come to a schedule of values is to conduct a bid with small contractors. Mr. Clark noted the next meeting date is only four (4) weeks in advance of the deadline and recommended delegating authority to a Board Member or Mr. Kloptosky to obtain bids and spend the money for the necessary work, as soon as possible.

Mr. Henry reviewed the bid process and advised that RGA's cost to conduct the bid is approximately \$2,500, per month and, if it proceeds, oversight is another \$2,500, per month. Ms. Leister indicated she and Mr. Kloptosky are ready to proceed immediately with the croquet court paver project, based on the bids obtained.

Mr. Kloptosky recalled discussion of compliance issues with the water fountains at the croquet court and The Village Center playground and questioned if work must be completed on the water fountains in all other areas. He asked whether the Board wants the water fountains removed or in compliance. Supervisor Pollinger felt it comes down to a matter of use; if they are being used, they should be brought into compliance. Mr. Click confirmed the tennis court fountains must be in compliance. Supervisor Chiodo felt the fountains at Creekside, Wild Oaks and the Village Center playground are not used and could be removed.

On MOTION by Supervisor Davidson and seconded by Supervisor Chiodo, with all in favor, authorizing expenditure of a not-to-exceed cost of \$89,000, for completing the ADA compliance project, regardless of who performs the work, and authorizing Supervisor Pollinger and Mr. Kloptosky to administer the bid process and bypass the established bid policies in order to meet the ADA compliance deadline of March 15, 2012, was approved.

- **Denise Bevan, Senior Environmental Planner for the City of Palm Coast**
*****This item was an addition to the agenda.*****

Supervisor Davidson introduced Ms. Denise Bevan, Senior Environmental Planner for the City of Palm Coast, who will speak about a new eagles nest in the community.

Ms. Bevan indicated the Flagler Audubon Society asked her to attend the meeting to report on the new eagles nest. She thanked the Board and community for their proactive approach to the eagles. Ms. Bevan reported that the new nest is on Egret Drive, across from the city’s Lift Station #8. She is working with the staff regarding the nest and precautionary measures.

Supervisor Davidson discussed a patch of grass in the area and recommended replacing it with a low lying plant, to avoid mowing in the area.

Mr. Vic Natiello, a resident, noted there is a resident who parks on the access to watch the eagle, which results in people congregating in the area. He felt the Board should remind people not to park in that area, as the streets are narrow; there is no room to park and it can be a hazard. Supervisor Pollinger indicated he knows the person and will speak to her. Mr. Natiello acknowledged the eagles nest is protected but the right to watch the eagle is not. Other parking areas were mentioned.

Ms. Bevan noted an excess amount of observers could affect or disturb the bald eagles.

▪ **Louise Leister – Horticultural Consultant**

****This item was an addition to the agenda.****

Ms. Leister discussed work in the North Park and South Park. She presented her ideas for incorporating the circle islands as part of the park by extending the pavers through them. She felt it can be accomplished at a reasonable rate. The Board felt it is a good idea but cost must be considered.

FIFTH ORDER OF BUSINESS

DISTRICT ENGINEER’S REPORT

There was no engineer’s report.

Mr. Wrathell indicated he received memorandums from the District Engineer regarding the pond outfall work, copies of which were provided to the Board. He feels that this places the District in a good position regarding its certifications.

Referring to the ADA improvements to be completed, Ms. Joanne Salkovitz, a resident, asked who is responsible for the pool at The Crossings. Supervisor Davidson indicated the Master Association is responsible because it is involved with the corporation that runs The

Crossings. Mr. Kloptosky noted they requested inclusion in the lift order, should the District obtain a discount.

SIXTH ORDER OF BUSINESS**STAFF REPORTS****A. Director of Amenities**

- **Directors Tennis Survey Results**

Mr. McGaffney reported he has obtained 189 opinions, which will help him gauge the community's opinion regarding first-come-first-served versus a lottery system. He requested a meeting with the TAG Team next week to review the results and make recommendations.

- **Resident Appreciation Cards 2012**

****This item was presented out of order.****

Mr. McGaffney indicated the 2012 resident appreciation cards are intended as an incentive to the residents. They are worth \$5 per month or \$10 per month, based on two (2) per household.

- **Advisement to Move Forward with Tennis Court Repairs Before Rain Season Starts in Spring**

****This item was presented out of order.****

Mr. McGaffney advised that this project should be completed before the rainy season starts. Supervisor Davidson indicated it was previously approved, as part of the capital plan. Mr. Kloptosky stated he is scheduling a meeting with Ms. Leister and Jay, from S.E. Cline, to conduct another final walkthrough and set up a schedule, as Austin Outdoor must remove plant material prior to Cline completing the drainage work and then the resurfacing. In response to Supervisor Lawrence's question, Mr. Kloptosky confirmed removal of the palm trees is part of the plan, in order to correct the drainage. Supervisor Lawrence asked Mr. Kloptosky and Mr. McGaffney to obtain input from the tennis community regarding their opinion of the palm trees being removed. Discussion ensued regarding removing the palm trees, possible relocation and preparing the residents for the change. Ms. Leister discussed the drawbacks of the current palm tree species and suggested that another type of palm could be planted to better serve the area. Supervisor Davidson asked Ms. Leister to provide a mockup design for the area.

Mr. Natiello commented that, once the tall palms are removed, the light poles will be the tallest thing and could be struck by lightning. He recommended the Board consider lightning rods on the light poles.

****The meeting recessed at 11:19 a.m.****

****The meeting reconvened at 11:33 a.m.****

****Supervisor Gaeta arrived at 11:33 a.m.****

B. Field/Operations Manager

Mr. Kloptosky indicated The Village Center spa is now open for use. An insurance payment was received related to damage to a light pole, caused by a resident. The balance owed will be paid by the resident. Permitting is still pending on The Village Center pergola project. All necessary information was submitted. In response to Supervisor Gaeta's question, Mr. Kloptosky advised the project should take two (2) to three (3) weeks, once work commences; however, he must verify that estimate.

Mr. Kloptosky advised that the weir, along Wild Oaks, which was recently repaired by the City of Palm Coast, is failing. There are erosion issues on one side. He indicated Cline was contacted, as they completed the project for the city.

Mr. Kloptosky reported that the south entrance arch was hit. It should be a minor, cosmetic repair. Lettering on the Amenity Center doors was completed. Mr. Kloptosky indicated the final quote for the pool lifts is pending; the order can be placed, once the quote is received. He discussed permitting issues with the Marlin Drive sheds. The city did not approve the permit for two (2) sheds. Mr. Kloptosky referred the matter to District Counsel, who will contact the city attorney. Mr. Kloptosky is still working to reschedule a meeting with newly elected Councilman Jason DeLorenzo, to further discuss the city's reluctance to permit the sheds.

Mr. Kloptosky reported on the work completed by Dolphin Technical Services, Inc. There was a minor but unforeseen software compatibility issue and he is awaiting a proposal from Dolphin to correct the problem.

- **Copper Sulfate Alternatives**

Mr. David Cotrell, of Aquatic Systems, discussed copper sulfate alternatives and indicated it is the least expensive and most effective way to control algae in the ponds. The alternatives are more expensive, which is why they are not the industry standard. He acknowledged growing concern about application of copper in the ponds. He noted that,

eventually, as the bottom of the pond fills in, dredging will be necessary, once the treatment capacity of the pond is met. The dredged soil will be contaminated and require special handling and treatment.

Regarding steps taken by Aquatic Systems to reduce the use of copper sulfate, Mr. Cotrell noted grass carp were installed, resulting in far less plant growth on the ponds over the past two (2) years. They have switched from a powder formula to a formulated molecule, which is more sophisticated and contains less copper. Discussion ensued regarding the impact and alternatives, should stricter regulations go into effect. Mr. Cotrell indicated Aquatic Systems has a biological approach but it does not yield the desired results. He discussed other additives to reduce the nutrient load; however, those are also metal based. Another alternative is EPA approved chemicals, which are effective but drive up costs by approximately 40% per year. The final alternative is hydrogen peroxide which is effective but equally expensive and difficult to apply. Discussion ensued regarding the persistence time for various treatments, use of grass carp or other fish and lake conditions.

Supervisor Lawrence spoke of bubblers and asked if that affects or removes lake odors. Mr. Cotrell explained that organic material accumulates on the bottom of the ponds, as they age. There is insufficient oxygen at the pond bottoms for oxygen breathing aerobic bacteria to bring the stuff down so anaerobic bacteria is present, which gives off hydrogen sulfide gas, creating the odors. Aeration helps vent the odors off the ponds. Supervisor Lawrence questioned if the District should consider aerating the ponds. Discussion ensued regarding running power to the ponds, costs and/or using solar-powered bubblers.

Supervisor Chiodo noted the South Gate resident's gate was damaged recently. Mr. Kloptosky reported that he was not aware of it but hoped it was already replaced by staff. Supervisor Chiodo asked if these incidents are still being recorded and if the resident who is responsible can be identified. Mr. Kloptosky attempted to identify the responsible party but this incident occurred at the time the CDD's cameras and computers were being upgraded; therefore, images were not captured. If a resident is identified, a bill is sent to them. Supervisor Chiodo reported observing piggybacking multiple times at the South Gate, in particular. Discussion of signs ensued and Mr. Kloptosky indicated the signs, along with the poles, were ordered and are to be delivered by Tuesday. Staff is prepared to install the signs, upon arrival. Staff will also make adjustments at the South Gate exits, since they are opening further back than they should;

he will try to make them consistent with the North and Main Gates. Supervisor Gaeta noted motorcycles are bypassing the gate and asked if the arm can be extended. Mr. Kloptosky indicated a longer gate arm was installed at the North Gate but the perpetrator then went up over the curb and the landscaping to avoid the gate, requiring additional landscaping to block the area.

- **Quotes for Repair of Tennis Court Lights**

Mr. Kloptosky indicated several contractors reviewed the problem and it appears that recoating the poles is not a good solution. He advised it would be best to have all work completed by a single contractor; leaving only a tennis contractor as the viable option to complete all work. He presented a proposal from BAB Tennis Courts. Mr. Kloptosky contacted Welsh but they did not provide a proposal in time for the meeting; however, Welsh's prices have been historically higher than BAB's. Mr. Kloptosky reviewed and summarized the proposal, noting that the cost to repair the single pole is \$3,645 but the cost is \$2,800 per pole, for a total of \$11,200 to repair all four (4) poles. Supervisor Davidson questioned if the poles need to be repaired right now. Mr. Kloptosky indicated the poles are not currently falling down and they are holding. Supervisor Davidson wondered if there is a way to protect the poles, such as cleaning them, coating and sealing with a rust preventive material. Supervisor Davidson was in favor of repairing the single light that is down and trying the preventative approach on the others. Mr. Kloptosky confirmed the tennis court must be closed for a few days during the repair process.

The Board directed Mr. Kloptosky to proceed with the BAB Tennis Court proposal for the repair of one (1) pole, at a not-to-exceed cost of \$3,645.

C. District Counsel

Mr. Clark reported that he was successful in completing the golf course transaction, including the exchange of quitclaim deeds and receipt of full payment of the Hampton Golf owed monies related to reuse. He is working with Mr. Leapley to complete all other conveyances but the deeds were signed. Mr. Clark anticipates that the District will have acquired all parcels it approved, by the end of next week. This will eliminate Tracts J and H, which were outside the District's boundaries. He noted the discovery of approximately \$1,500 in unpaid back taxes on those tracts. The back taxes will be paid at the time of recording, using an overage of funds received from the developer and applications for exemptions will be submitted.

Regarding use of the Grand Haven logo, Mr. Clark indicated he researched the matter and provided a memo on the subject. He gave a history of the logo and its trademark. Mr. Clark advised that, if the District was using the logo for a profit-making enterprise, it would have a problem and need to obtain consent. He felt the District is not doing so, and, as the developer has historically used the logo in connection with CDD business, the District can make the argument that it is making a fair and permitted use of the logo. Additionally, the developer often used pictures and spoke of CDD-owned facilities and amenities to advertise and promote sales. Mr. Clark felt that the CDD has acquired rights to use the logo. He advised that some logo rights were transferred to Mr. Cullis. Mr. Clark stated, as Mr. Cullis is going to ask the District for some things in connection with next year's budget, he recommended seeking assignment to use the logo for CDD business, as part of the deal. Mr. Clark felt the CDD can proceed with using the logo, in the same manner as in the past.

Supervisor Pollinger clarified his concern about the logo was not the CDD's use of it; rather, it was the developer's use of it, in their descriptive advertising, to make a profit. Discussion ensued regarding whether the logo expired. Mr. Clark indicated he was told it was renewed. Supervisor Pollinger voiced his belief that the original trademark used the tree and the words Grand Haven Palm Coast and questioned if the CDD could file its own trademark to include the same tree and just the words Grand Haven. Mr. Clark felt there may be a conflict with that; however, he feels it would be better to continue obtaining recognition that the CDD has permission to use it. Supervisor Pollinger asked if a party's position is weakened if they fail to enforce the provisions of their trademark. Mr. Clark stated that line of thinking is somewhat concurrent with his thoughts about the CDD having acquired the right to use the logo.

Mr. Clark provided an updated version of the rules for the Board's review. He indicated the rule changes are set for hearing at the February meeting. The following changes were made to the new redlined version:

Page 3, "House Guest", Line 2: Remove "or Non-Resident Club Amenity Member's"

Page 3, Item (2): Delete entire sentence/item

Page 4, Item (1): Will be reworded

Page 4, Item (2): Delete entire item

Page 5, Item (4), Line 3: Delete "owners" after "Owner"

Page 5, Item (1), Line 1: Replace “of ten dollars (\$10.00)” with “as established by the Board”

Page 6, Item (10): Replace “of ten dollars (\$10.00)” with “as established by the Board”

Page 18, Item (2), Line 1: Replace “with” with “within”

Page 21, Paragraph 2: Remove entire paragraph

Page 23, Reservation and Parking, Paragraph 1, Line 2: Remove “either of the two (2)”

Page 23, Reservation and Parking, Paragraph 1, Line 2: Change “Community Gazebos” to “the Community Gazebo”.

Page 23, Reservation and Parking, Paragraph 1, Lines 2 - 3: Delete “and at the Golf Course Clubhouse Pier”

Mr. Clark indicated he will make the agreed upon changes and forward a new draft to Management.

Mr. Bob Hopkins, a resident, asked if the CDD retained ownership of the parking lot at The Golf Club and who pays for maintenance. The Board replied affirmatively and Mr. Clark confirmed the District maintains it and assesses the golf course 100% of the maintenance costs and real estate taxes. Mr. Hopkins asked if residents are allowed to park in the golf course parking lot at any time or is it exclusive. Mr. Clark felt it is nonexclusive.

D. District Manager

- **Next Community Workshop/Regular Meeting**
 - **COMMUNITY WORKSHOP:**
 - **February 2, 2012 at 10:00 A.M.**
 - **BOARD OF SUPERVISORS MEETING**
 - **February 16, 2012 at 9:30 A.M**

Mr. Wrathell advised the Board that he may be unable to attend the February 16, 2012 meeting due to a court hearing related to another district.

SEVENTH ORDER OF BUSINESS

BUSINESS ITEMS

A. Update: Community Directory (MG)

Supervisor Gaeta reported that she should receive the sample tabs from the publisher by Monday. She recalled the Board’s decision to use a binder and tabs. The pricing remains the same as previously presented. She discussed the logo and the binder.

Supervisor Gaeta indicated that Management mailed 1,200 letters to residents and/or property owners who had not responded to the previous mailing. She noted 215 letters were returned as undeliverable, due to data provided to Management by the CDD office. The data only contained the Grand Haven physical address for residents and property owners, rather than also including the alternate addresses available from the property appraiser's website. She noted that the Board had been assured by office staff that the property appraiser's website was already investigated. Supervisor Gaeta indicated she sent an inquiry email to Ms. Tucker, who has not responded to her. Discussion ensued regarding how many forms were returned from both mailings. Presently, the return rate is approximately 50%; however, Supervisor Gaeta is hopeful more will arrive. Supervisor Gaeta felt the Board must decide whether to proceed with the information received and only include names for those that did not respond. It was noted that universal reregistration should be completed by the next time the directory is published.

Supervisor Davidson indicated an e-blast will be sent today regarding this matter. The Board agreed the directory should proceed with the information available by the January 31, 2012 deadline.

B. Discussion: CDD E-blasts/Publication in Oak Tree (SD)

- **New Registration Procedures (Assignment of BUR)**
- **Wildfire Mitigation and Your Backyard**
- **Rejuvenation of GH Lakewatch Program**

Supervisor Davidson indicated discussion is not necessary; these are ideas for the future.

C. Discussion: Business Plan Narratives

Supervisor Davidson asked Supervisors Pollinger and Gaeta to prepare the plan narratives for their portion of the business plan for presentation at the next workshop.

EIGHTH ORDER OF BUSINESS

OPEN ITEMS

Regarding speeding solutions, Supervisor Pollinger indicated he spoke to the deputy, notifying him that the District reclaimed the sign and he is to initiate, accordingly. The biggest issue regarding replacement of the sign is the mounting device on the round poles; however, he is working with several parties to find a solution.

NINTH ORDER OF BUSINESS**SUPERVISORS' REQUESTS**

Supervisor Lawrence voiced his opinion that the first item on the upcoming workshop agenda should be to discuss what types of topics should be on the workshop agendas and the frequency of workshops, as discussed today by Ms. Layng. Supervisor Lawrence concurred with Ms. Layng's observation that the workshop agendas look similar to the meeting agendas. Supervisor Chiodo felt the workshop should not include the Field/Operations Manager Report.

Supervisor Davidson advised that he requested Supervisor Lawrence take over the Grand Haven Lakewatch Program; Supervisor Lawrence agreed to do so. Mr. Frank Benham, Mr. George Betts and Mr. Jim Cook will work with Supervisor Lawrence on the Lakewatch Program.

TENTH ORDER OF BUSINESS**CONSENT AGENDA ITEMS****A. Approval of Minutes**

- **December 1, 2011 Community Workshop**
- **December 15, 2011 Regular Meeting**

B. Approval of Unaudited Financial Statements as of December 31, 2011**C. Retroactive Approval of Bright House Networks Agreements for Upgraded Internet Speed Service**

- **2 North Village PKWY**
- **2000 Waterside PKWY**

D. Approval of The Crossings Resolutions

******This item was discussed separate from the Consent Agenda Items, prior to Items A through D and after Item E.******

Supervisor Davidson reported that Flagler County granted the District an easement of use for the secondary emergency ingress/egress path out of The Crossings. The City of Palm Coast requested a CDD contact person and to have Mr. Adam Mengal, the county planning director, work with the city to design the path.

Mr. Clark presented amended resolutions for the Board's consideration.

On MOTION by Supervisor Lawrence and seconded by Supervisor Davidson, with all in favor, The Crossings Resolutions, as amended, were approved.

E. Approval Platinum Package Survey Monkey [\$702 per annum]

******This item was discussed separate from the Consent Agenda Items, prior to Items A through D.******

Supervisor Lawrence indicated he has worked with Survey Monkey five (5) times using a \$200 package that works well. He voiced his concern about selecting the \$702 package. After speaking with Survey Monkey personnel, the feeling was the District should first select the \$204 package and, if it is not sufficient, they can upgrade to the next level. Supervisor Lawrence recommended not signing up until the District is prepared to conduct the first survey because the 12-month membership commences on the signup date.

On MOTION by Supervisor Lawrence and seconded by Supervisor Davidson, with all in favor, the Survey Monkey Select Package, at a not-to-exceed cost of \$204 per annum, was approved.

F. Approval of Chair Davidson to Serve as District Public Relations Coordinator and Public Information Officer

With Items D and E considered separately, Mr. Wrathell presented Items A, B, C and F, for the Board's consideration.

On MOTION by Supervisor Lawrence and seconded by Supervisor Gaeta, with all in favor, Consent Agenda Items A, B, C and F, as presented, were approved.

Supervisor Chiodo requested a discussion item related to the first use of Survey Monkey, be included on the next workshop agenda. He felt it will be to poll residents about potential improvement to the croquet courts. Supervisor Davidson indicated the Croquet Club president has requested to attend the next workshop and give a presentation.

Supervisor Lawrence noted an updated CIP list was included and he will provide another update for the workshop agenda. He asked that the workshop agenda include discussion and review of the CIP.

ELEVENTH ORDER OF BUSINESS

ADJOURNMENT

There being no further business, the meeting adjourned.

On MOTION by Supervisor Gaeta and seconded by Supervisor Lawrence, with all in favor, the meeting adjourned at 1:19 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair