

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

A Community Workshop of the Grand Haven Community Development District's Board of Supervisors was held on **Thursday, June 7, 2012, at 10:00 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 (via telephone)	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
Barry Kloptosky	Field Operations Manager
Howard McGaffney	Amenity Management Group (AMG)
Louise Leister	Horticultural Consultant
J. Brett Markovitz	Sr. Vice President, CPH Engineers, Inc.
Mr. Mark Duda	Duda Pools, Inc.
Chip Howden	Resident and CERT Member
Richard Burns	Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Wrathell called the workshop to order at 10:07 a.m., and noted, for the record, that Supervisors Davidson, Gaeta, Pollinger and Lawrence were present, in person. Supervisor Chiodo was attending via telephone.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

**CONSULTANTS, GUEST REPORTS &
PRESENTATIONS**

A. Update 2012 LRRP and Considerations Regarding Fiscal Year 2013 Proposed Budget, Louise Leister, Horticultural Consultant

Ms. Leister provided an update of the 2012 Landscape Rejuvenation and Repair Project and her suggestions for 2013, beyond the normal budget. She noted that 2013 will be the project's third year. The budget each of the first two (2) years was \$150,000; \$75,000 is proposed for 2013.

Ms. Leister highlighted completed work, including vine removal at the tennis courts, tree cleanup and removal of dead and diseased trees and landscaping. She noted that the high volume of work related to those tree issues caused that item to be double the budgeted amount. Ms. Leister discussed changes to the landscaping and the plants that were used in various areas.

Ms. Leister advised that the three (3) largest projects this year were the tennis courts, which dominated much of the Fiscal Year 2012 budget. She detailed the specific work completed in the tennis court area. Another major project was installation of the North Park pavers, along with upgrading the irrigation system. For the South Park, all sand was removed and the entire park was redone. Supervisor Davidson clarified that these are the Esplanade Parks. Ms. Leister indicated that she informally polled residents using the parks and the improvements have been well received. Irrigation was adjusted at the South Park, as well.

Ms. Leister stated that other projects included work at the Village View entrance, the Main Gate, The Crossings entrance and the County property along the north side of The Crossings. She noted the level of neglect with regard to big trees in the District. Ms. Leister advised that these trees can be very dangerous and cause much damage. Total vine removal and work is planned for 2013. Ms. Leister stressed that the District must maintain a reserve amount for tree removal when trees become diseased or dead and need to be removed. She reiterated that the tree care portion of the 2012 budget was far exceeded due to these conditions. This work is ongoing and two (2) additional large trees must be removed. The proposed Fiscal Year 2013 budget did not account for tree care related to these issues.

Ms. Leister detailed the work completed in Wild Oaks, including re-landscaping the roadway bridges, the irrigation system was upgraded, and plants were replaced with options that are more efficient, sod was repaired and trees were pruned.

Ms. Leister's top four recommendations for the next fiscal year include increasing the tree emergency fund to \$10,000; budgeting approximately \$12,000 for a third flower installation, which will be necessary this fall; budgeting approximately \$20,000 for pavers in Central Park

and continue installing MP rotators and making irrigation adjustments throughout the community. Additional activities include vine removal, tennis court pavers, landscape repairs on Waterside Parkway, The Crossings jasmine, installation of a palm tree in front of The Village Center, Front Street mailbox, seeding, vine removal and the Wild Oaks Park landscape repairs.

Ms. Leister reviewed her anticipated normal landscape projects, after 2013, including tree pruning every other year and normal replacement projects, which should become the norm. A budget should be in place to replace dead plants, address weather-related events and decline. She stated that the District must keep in mind that there are many old plants within the community, which will need replacing in the future. She recommended giving more attention to vine removal.

Supervisor Davidson indicated that the focus of the workshop is to collect items that are not in the normal budget. He did not expect discussion at this time; the purpose is to present the various items and discuss and prioritize at a later time.

Supervisor Davidson referred to tree trimming, noting a line item for palm tree pruning. Ms. Leister confirmed that the palm tree-pruning line item is not related to the oak tree-lifting trimming. Discussion ensued regarding whether the \$12,000 palm tree-pruning item could go to tree lifting. Ms. Leister will review the contract and clarify what is included. Ms. Leister recalled that the last tree-lifting project was completed by Favoretta and the cost was \$25,000 to \$35,000. Mr. Lawrence felt that the project was spread over a few years. Ms. Leister stated that it is definitely not in Austin Outdoor's contract and that she will negotiate savings with Shaw Tree Services.

Supervisor Pollinger voiced his opinion that the landscape lighting at Wild Oaks is abysmal. Ms. Leister recalled the poor landscape lighting conditions at the Main and South entrances. Discussion ensued regarding lighting options. Supervisor Lawrence noted a section along Waterside Parkway that needs attention. Ms. Leister confirmed that a major amount of work is needed along all of Waterside Parkway; the main issue is dead plant material. Ms. Leister advised that Waterside Parkway should be a main concern. Supervisor Lawrence asked how much should be budgeted for tree and shrub replacement. Ms. Leister noted that other communities have \$50,000. Mr. Wrathell advised that at least \$30,000 is more realistic for a community of this size.

- **Pool & Spa Repairs, Mark Duda, Duda Pools, Inc.**

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

Mr. McGaffney noted concerns regarding the community's pools.

Mr. Duda, of Duda Pools, Inc., distributed pictures of the pool areas. He stated that an analysis of the pools was completed to determine what cosmetic and structural work is necessary, in order to bring the pools up to par. He recommended that the District begin planning to resurface the Creekside Pool; the rough surface will continue to degrade and the District could go another year or two (2). In response to Supervisor Davidson's question, Mr. Duda confirmed that the Creekside Pool is not the first priority; however, the spa could be, as there is a water leak issue. Mr. Duda indicated that the main issue with the Creekside spa is a leaking skimmer, which relates to its initial installation. The skimmer was not tied into the pool shell, which can result in it pulling away from the water, causing water to go around the skimmer and affect the pavers and erode the dirt below. The problem is that, as more is water lost, more chemicals are required to treat the incoming water and additional maintenance. Mr. Duda confirmed that the Creekside pool issue is only cosmetic. Regarding the spa, \$7,500 was estimated for the spa skimmer replacement and \$4,700 to resurface the spa interior. It was recommended that the spa work be considered a high priority. It was clarified that the grand total is \$7,582. Mr. Duda discussed the resurfacing and leak repair processes. An estimate for resurfacing the pool was not included, as it is not a high priority, at this time.

Discussion turned to the necessary work and various types of resurfacing coatings that have a lifespan two (2) to three (3) times longer than marcite. Mr. Duda estimated the other coatings to be approximately a third more than the cost of marcite. It takes longer to install but it is much stronger.

Regarding The Village Center pool and spa, Supervisor Davidson noted that the estimate is nearly \$82,000 and asked what work is essential. Mr. Duda reviewed photographs of the pool, identifying various problems and the necessary or recommended work. Mr. Duda addressed a code issue with the racing lanes and a non-slip surface requirement; the District can remove the racing lanes or replace the tile with non-skid tiles. Eyehooks were used to tie racing lane dividers; however, code states that they must be non-protruding anchors. Mr. Duda discussed the process to repair this problem or suggested that they could be removed. In response to a question, Mr. Duda advised that if the District wants to maintain racing lanes, everything must be brought up to code.

Mr. McGaffney explained that the District does not need to bring them up to code now; however, once a repair commences, all permitted issues must be brought to the current pool code

standards, not just the item being repaired or replaced. Mr. Duda noted that, as a result of the repair project, the District would likely be required to bring the pool up to ADA compliance code, as well. It was noted that the District can try resurfacing, without completing the other code related work, but the permit would probably not be issued. Mr. Duda advised that resurfacing The Village Center pool should be an immediate concern. He discussed leak problems and the amount of water that must be added to the various pools and spas, on a daily basis. Mr. McGaffney felt that no water is being lost from the Creekside pool. Supervisor Lawrence asked for an opinion of how soon a catastrophic failure might occur. Mr. Duda felt it is unknown. Mr. Kloptosky stated that these problems were not evident three (3) years ago when the pool was last drained.

Supervisor Davidson referred to the estimate and asked if the \$81,285 is exclusive of engineering fees, etc. Mr. Duda indicated that it includes engineering fees.

Supervisor Davidson stated that this is an unexpected expense and, prior to committing, he wants the District to obtain a second opinion.

In response to a resident question, Mr. Duda explained the issue with replacing a pool light and the need to drain the pool to perform the work.

Regarding the estimate and the 28-day cure time listed on the estimate, Mr. Duda explained that the pool is very solid; after it is filled and chemically treated, the pool can be used immediately within a week. The 28 days refers to the length of time it takes for the material to reach its maximum hardness; this cure time is standard for most types of concrete.

Supervisor Davidson questioned the ADA pool lift requirements and asked Mr. Duda if his company installs lifts. In response to Supervisor Davidson's question, Mr. Duda indicated that the cost to install an anchor pad is about \$2,200, the lift and anchor pad together is approximately \$7,900. Mr. Duda explained the anchor pad installation process and the impact to the pool deck. Given the current extension and not knowing how the Justice Department will ultimately decide, Supervisor Gaeta voiced her opinion that it is premature to proceed with the ADA compliance matter, as it relates to pool and spa lifts. Noting that the fiscal year begins in October and speculating that ADA compliance requirements could be impacted by the outcome of the November elections, Mr. Wrathell recommended budgeting for the expenditure but with the understanding that it will not be completed until after the ADA matter is decided.

A resident questioned if the problems are from poor construction, normal wear and tear or sloppy maintenance. He also asked about the length of the warranty, should the recommended

repairs be made. Mr. Duda voiced his opinion that the problems relate to installation errors. These types of repairs generally carry a one (1)-year warranty.

Supervisor Davidson reiterated that a second opinion is necessary and the District Engineer should evaluate it, prior to considering whether to include this item in the budget.

Mr. Duda advised the Board that he worked with the City to obtain a bulk rate so the recent refilling of the pool was only about \$350, saving the District a lot of money.

B. Community Emergency Management Plan, *Chip Howden* [to be provided under separate cover]

Mr. Howden recalled typographical errors, etc., that were discussed at the last meeting. He reported that he worked with the Chair to review errors and other changes.

Mr. Howden continued the review of the plan, beginning on Page 26. He asked if there were any questions regarding the remaining hazard specific items from Page 26 forward. Supervisor Davidson stated that he reviewed the remainder of the plan with Mr. Howden. Mr. Howden pointed out that there were many overhead photographs and drawings included in the attachments, which were completed by the local fire department. The fire department is to review them every year and should be responsible for correcting those attachments. Unfortunately, no one has heard from the fire department. Supervisor Lawrence suggested sending a formal letter with the request.

Mr. Howden reviewed the Summary of Identified Opportunities, which was distributed to the Board. He explained that the opportunities were grouped. The first grouping is the Code Red Listing. Mr. Howden recommended that the CDD office, Café, The Village Center and the Main Gate phone numbers be listed on the County's Code Red system for severe weather, tornado, inside and outside hazardous materials, earthquake and tsunami warnings. Mr. McGaffney and Mr. Kloptosky were asked to submit their respective phone numbers, as listed, to the County's online system. Mr. McGaffney confirmed that The Village Center is already on the Code Red system, as is his personal number. Mr. McGaffney confirmed that the Café is not. Mr. Howden recommended directing Mr. McGaffney to have the Café added to the Code Red system and directing Mr. Kloptosky to add the Main Gate and CDD office. It was noted that Creekside does not need to be added.

Mr. Howden presented the Document Course of Action section, recommending development of a procedure to record, report, evaluate and account for commercial fire, active shooter, bomb threat and hostage situations. He recommended that Mr. McGaffney and Mr.

Kloptosky develop an information sheet for each of their respective areas, for these types of situations.

Mr. Howden referred to the next section related to the District Manager developing coordination procedures to work with local agencies, such as the Flagler County Office of Emergency Management, the health department, sheriff's office, FPL or the utilities department, with regard to severe weather, tornados, wildfires, inside and outside hazardous materials, aircraft accidents, earthquakes, tsunamis, epidemics, trespassing and electrical, sewer and water outages. Supervisor Pollinger questioned if these parts of the plan are getting too detailed. Mr. Howden felt that it would be better to know who to contact ahead of time. Supervisor Davidson recommended that the District Manager contact the various agencies to ask if there are written procedures and/or protocols they could forward to the District.

Mr. Howden recommended that Mr. McGaffney investigate the need to install hand sanitizer stations and develop a detection and reporting procedure for hazardous material leaks. He suggested that the CDD public information officer investigate how to direct residents to emergency exits. Mr. Kloptosky should follow up with the fire department on the as-built photographs and drawings.

Supervisor Davidson felt that the Code Red and the as-built items should be addressed immediately; many of the other matters involve obtaining contact information. In response to Supervisor Lawrence's suggestion, Supervisor Davidson and Mr. Howden confirmed that there is a map of the fire emergency exits, which can be distributed to residents.

In response to Mr. Kloptosky's question, Mr. Howden reiterated that the changes to the attachments must be completed by the fire department, as they created those documents. Mr. Howden noted that it is understood in the plan that there will need to be changes; the Board can adopt the plan, recognizing that it is a work in progress and must be amended, once the new as built are received from the fire department.

Mr. Howden will complete the plan and forward to the Board prior to the next meeting and it will be included on the next agenda, as a consent item.

*****The workshop recessed at 12:09 p.m.*****

*****The workshop reconvened at 12:20 p.m.*****

C. Security Liaison Update: Combined Report, Supervisor Pollinger

Supervisor Pollinger indicated that he attended the Neighborhood Watch meeting but mainly as a bystander. He noted that there was a large turnout but, as people began to realize

that they were not in danger, they started to leave. Supervisor Pollinger questioned what role the Board wants him to take.

Supervisor Davidson presented a proposed report of responsibilities requiring Mr. Kloptosky, Mr. McGaffney and the District Manager to each provide reports of incidents, trespasses and arrests. The purpose is to inform the Board once per month. Mr. Wrathell recommended that, rather than preparing monthly reports, Mr. Kloptosky and Mr. McGaffney could forward the matter to him for dissemination to the Board, noting that sensitive issues might not be emailed. Supervisor Davidson advised that he has reports involving arrests, etc., of minors that he feels should not be sent by email. Mr. Kloptosky indicated that he spoke to Mr. Clark who advised him to send those types of reports to the Chair/Liaison, through regular mail. Supervisor Davidson confirmed that this is the reason he wants to have monthly reports with compiled crime and incident data; the goal is crime suppression.

Supervisor Lawrence pointed out that the Board continues to ask Staff to do these kinds of tasks, all of the “little” things add up to a lot of work. He cautioned the Board about the number of things they ask Staff to do and felt they should try to ensure that the requests are consistent with job responsibilities, instead of more extra reports. Mr. Wrathell voiced his opinion that Staff is doing a good job of informing and questioned the need for a statistical report. Supervisor Davidson stressed that he wants to take a proactive approach in terms of safety and security. Mr. Wrathell felt that verbal updates, at the monthly meetings, have worked, so far. Supervisor Chiodo agreed that the District should maintain a composite record of what occurs each month, in order to know the safety and security situation. Supervisor Chiodo felt that relying on verbal reports is not sufficient.

Supervisor Davidson recommended that all data be forwarded to the District Manager for compilation, along with the crime data from the Flagler County Sheriff’s Office and verified incident reports from Neighborhood Watch. He discussed the data solution, as it relates to combining the master resident and the Door King databases. He stressed the need to track and report unusual call box utilization and unregistered GAD updates. He mentioned several criminal activities within the community, noting that reports can be turned over to the sheriff’s office.

Supervisor Gaeta referred to the sheriff’s office crime statistics website, noting that an email can be sent to a particular party on a daily basis.

Mr. Wrathell recommended including a simple spreadsheet on the workshop or meeting agenda but not both. Discussion ensued regarding the level of backup to provide. Supervisor Davidson stated that he wants the locations, etc., so the information can be a tool to suppress a problem in a particular area. Supervisor Lawrence felt that the sheriff should be called and, if they are, the sheriff keeps track of the locations to determine where crime clusters are occurring.

Mr. Kloptosky will present a draft spreadsheet at the next meeting for the Board's consideration.

Regarding ABM Security Services (ABM), Supervisor Davidson alleged that there were unusual episodes at the front gates, where ABM was opening the gates upon request without verifying the person entering. Mr. Kloptosky asked how Supervisor Pollinger knows that ABM is not verifying. Supervisor Pollinger indicated that he does not know. Mr. Kloptosky reported that he had a meeting with ABM and they explained their procedures to him. Mr. Kloptosky noted that he questioned ABM regarding verification and they stressed that they do not open the gates without first verifying. Supervisor Lawrence noted that there are cameras at the gates.

Supervisor Davidson referred to the speed measuring sign and noted that the sign blinks at 25 miles per hour. He asked how long the sign will remain in its current location, what data is being collected and the next planned location.

Supervisor Pollinger stated that sign collects the time, the number of cars and the highest, lowest and average speed. The information is downloaded. Supervisor Pollinger recommended relocating the sign to problem areas, as identified by residents. Discussion ensued regarding why the sign begins blinking at 26 miles per hour, when the speed limit is 30. Supervisor Davidson stated that he received has complaints about this. Supervisor Pollinger felt that the warning level should start at 26 but he can adjust it to 30.

Regarding the next location for the sign, Mr. Kloptosky noted that he constantly receives complaints about speeding along Waterside Parkway and recommended placing the sign there. Supervisor Pollinger recommended relocating the sign every two (2) weeks.

Regarding the data collected, Supervisor Pollinger stated that he previously forwarded the information to the sheriff's office and offered to do so again. Supervisor Lawrence questioned if the CDD spreadsheet should include the sheriff's office's crime statistics. Supervisor Pollinger advised against it, unless there is a significant issue.

Regarding procedure, Supervisor Davidson indicated that the liaison will collect information, Mr. Kloptosky will create a spreadsheet and a report will be generated.

D. CPC Stormwater Liaison Update, *Supervisor Lawrence*

Supervisor Lawrence noted that Grand Haven was well represented at the meeting. They convinced the City Council not to enact an electric utility franchise or tax and to rework their stormwater utility fees. He felt that the one-on-one interaction and volume of emails were effective. The bad news is that the City will redo the stormwater utility fees. Supervisor Lawrence voiced his fear that the fee will be applied to everyone in Palm Coast, putting Grand Haven in the position of being charged a base fee, essentially sharing the cost while maintaining its own stormwater system. If that happens, he suggested approaching the City indicating that the District will transfer its stormwater utility maintenance costs to the City, and demanding that they maintain the system.

Supervisor Lawrence recommended having the new District Engineer assess the stormwater system to identify potential problems. He felt that the District might want to consider combining its plats, as the City may apply the fee based on plats. Mr. Wrathell acknowledged that replatting is a possibility but District Counsel should be consulted.

Supervisor Lawrence recalled that the District must still approach the City regarding the rebate money owed from 2005 to 2008.

Supervisor Chiodo recommended that, at the next meeting, District Counsel should advise of the District's opportunities regarding these matters.

FOURTH ORDER OF BUSINESS**DISCUSSION ITEMS****A. Proposed Fiscal Year 2013 Budget**

Mr. Wrathell presented the proposed budget. He referred to Page 3, noting that the electric line item was increased in anticipation of the 6% franchise fee; however, it will be backed out.

Regarding the \$12,000 palm tree pruning line item, Supervisor Davidson advised that Ms. Leister emailed him indicating that the item is already included in the landscaping contract. Those funds will be reassigned and renamed oak tree pruning.

Supervisor Gaeta questioned if the assessment levy – general line item includes the Parcel K change from six (6) to four (4). Mr. Wrathell indicated that the number of units is not yet reduced because the Board had not taken official action. Mr. Wrathell indicated that the number of units in that section can be reduced from 1,812 to 1,810.

Mr. Richard Burns, a resident, recalled making a presentation to the Board regarding adding a new croquet court and the costs to repair the old court versus building a new one. He noted that his original estimate to repair the current court was \$38,000; however, Austin Outdoor provided an estimate that is \$55,000. Mr. Burns stated that Austin estimates a cost of approximately \$50,000 to build a new court. He reminded the Board that the Croquet Club is willing to contribute \$15,000 towards building a new court, bringing the CDD cost down to \$35,000. The District would receive a new court for essentially less than it cost them to have the original court built in 2005. Mr. Burns noted that the District would also gain a new amenity at what amounts to a 35% discount. Regarding concerns about increased maintenance, Mr. Burns indicated that the estimated maintenance cost results in only \$0.12 per month, per household, which is not significant.

In response to a question, Mr. Burns confirmed that, if a new croquet court is built, usage of the old court will be cut in half so it would no longer need to be repaired. Discussion ensued regarding the potential location, parking, zoning issues of the current sports (soccer) field, cost, and additional work that might be necessary. Mr. Kloptosky stated that the current estimate is not a hard number, as none of the contractors would provide a firm estimate, without an architectural plan. Mr. Kloptosky obtained a bid of \$2,400, from Dickinson Consulting, to design a court. Mr. Kloptosky reviewed the current estimates, noting that adding the design costs, benches and perimeter landscaping brings the current estimate to approximately \$55,000 to \$60,000, for budgeting purposes. Mr. Burns reminded the Board that the Croquet Club would contribute \$15,000 to the cost to build a new court, bringing the District's expenditure down to approximately \$45,000.

Mr. Wrathell recommended that the Board develop a wish/needs list. He indicated that he will add the new croquet court to the wish list in an amount of \$60,000 with a notation regarding the Croquet Club's contribution. The Creekside spa repair work at \$7,000, The Village Center resurfacing project at \$81,285 and \$8,000 for each for ADA compliance repairs will be added to the wish/need list.

- **Proposed Budget Additions**
 - **Proposed Combined Strategies to Enhance Security and Reduce Unauthorized Overutilization of District Facilities and Amenities**
 - **Compliance Review of BUR**

Supervisor Davidson reviewed the updated e-blast draft, noting that the edits were included. He stated that he does not want to initiate this item until the new CDD office staff is familiar and prepared.

Supervisor Davidson indicated that there are 140 known properties that were reviewed to determine who holds the beneficial user rights (BUR), meaning is it the owner or the tenant.

- **Deactivation of Unregistered Gate Access Devices (GAD)**

Supervisor Davidson indicated that he spoke with Mr. Tony Gaeta, of Dolphin Technical Solutions, LLC, who confirmed that the previous 348 unassigned resident GADs were assigned to the correct holder. This leaves approximately 1,900 other unassigned or unregistered GADs. The strategy is to address the 572 that are currently in use and then address the other 1,400.

Supervisor Davidson reviewed the newest draft e-blast regarding deactivation of GADs. He suggested publishing an article relative to this matter in The Oak Tree.

Supervisor Lawrence recommended first developing a plan to deactivate the 1,400 GADs that are not in use, followed by deactivating the 500 that are in use. Supervisor Davidson stated that the discussion was to deactivate 100 per week of the ones that are in use but that will not occur until staff is fully trained.

- **Hardware/Software for Smart Amenity Access Cards (SAAC)**

Supervisor Davidson presented a proposal from Dolphin Technical Solutions, LLC. He indicated that he wants the District to focus on security, related to who enters the community and who is using the amenities. He feels that the District must move towards using smart amenity access cards (SAAC). He explained that this will integrate the master and Door King databases so they can communicate with each other, why this is important and how the systems would work.

Supervisor Gaeta discussed the need to control access and asked if the gates to the tennis courts could be locked when the offices are closed. Locking the gates will be added as a discussion item entitled "Redirecting Flow of Traffic at the Amenity Centers".

Supervisor Davidson indicated that the estimate includes the second phase costs of \$30,800 for hardware/software, plus labor, including three (3) people for two (2) full weeks to install equipment, train staff and travel expenses, for a total of \$50,300. Supervisor Davidson advised that he wants to include this expenditure in the Fiscal Year 2013 budget. Supervisor Davidson clarified that the SAAC portion of this estimate is only about \$10,000; the remainder is database related. Mr. Wrathell will add this item to the wish/need list.

Mr. Wrathell recalled Ms. Leister's recommendations and will include those on the wish/need list.

- **Concerns Regarding New Amenity Card Procedures (PC)**

Supervisor Chiodo stressed the need to understand the plan, how it will be implemented and monitored and the hidden costs of the system. Supervisor Davidson felt that the purpose of the SAAC is to set the tone that the CDD is serious about controlling access at the gates and amenity centers; people will be turned away if they do not have the SAAC card.

Supervisor Lawrence stated that there seems to be an underlying assumption that there are a lot of people using the facilities that should not be using them. Supervisor Davidson indicated that he hears that from people who use the pool and tennis courts. Supervisor Gaeta mentioned that people are bragging about using the tennis courts, taking water aerobics classes, etc., although they have not been Grand Haven residents for a number of years.

Mr. McGaffney voiced his opinion that, if people are taking the water aerobics classes who should not, the residents should have come to him; this is the first time he has heard such an allegation. Secondly, Mr. McGaffney questioned the suggestion that there is an overabundance of people laughing at the CDD because they are "getting away" with it but, if they are, then the residents should have informed him of the situations. Mr. McGaffney stressed that every issue brought to him by a resident is addressed.

Supervisor Lawrence stated that he is not convinced that there is a major problem; this proposed action involves spending a lot of money and he questioned if there is a less expensive way to solve any problem.

Supervisor Davidson voiced his opinion that the District currently has no control over access to the amenities and this step will allow the District control. He felt if the District does not take the next step, then the access cards are meaningless because there is no way to determine if a lease is expired, the person has sold their property, etc. Supervisor Davidson stated that he is extremely concerned about use of the pools and facilities by third and fourth tier users, meaning renters and their guests. He noted that, according to the Grand Haven Realty website, there are currently 76 properties or lots listed for sale and some of the prices are low. He questioned whether the people buying these properties fit the original vision of the community. He felt that speculators buying these properties are an even bigger issue because it brings in third and fourth tier people into the community. Supervisor Davidson voiced his

concern that the pioneering families in Grand Haven are aging and the homes are turning over in a market that is not favorable to the way the community was developed; the Board must do what is necessary to protect the original ideals.

Supervisor Chiodo agreed that security should be increased and supported the proposed changes. Supervisor Pollinger agreed.

Supervisor Gaeta recommended installing signs regarding the location of the CDD office. She noted a need for capacity signs in The Village Center rooms.

Supervisor Lawrence asked Mr. McGaffney to comment on the Board's perceptions of the changing community, as related to the various amenities.

Mr. McGaffney indicated that research is revealing that many people who no longer own or rent properties still have gate access devices.

Supervisor Gaeta referred to the proposed budget and advised that the resident directory publishing line item is inaccurate, as it does not reflect the \$7,500 that was received. Mr. Wrathell clarified that this is an expense and you cannot credit an expense. Mr. Kozak advised that AMG was to apply a credit to their invoices for a few months, to cover their \$7,500 contribution.

- **Distribution of SAACs/Update Resident Information (CWURR)**
 - **Proposed Email Communication to GH Residents Regarding Community Wide Re-registration**
- **Possible Amenity Center Electronic Gates**

Supervisor Davison stated that he was trying to obtain an estimate for electronic gates to contain all District amenities; however, this seems to be a big expense and he asked that it be removed from consideration.

- **Possible Selective/Targeted Mobile Security Patrol**

Supervisor Davison asked that this item be removed from consideration.

- **Possible Elimination of Call Boxes**

Supervisor Davison discussed people living in abandoned or foreclosed properties and people accessing the community by way of the call boxes. His thought was to eliminate the call boxes; however, Dolphin Technical Solutions, LLC, is able to obtain the call box reports and interpret them, which is beneficial to the community. Supervisor Davidson discussed the findings of the call box report, times that access was granted, etc., noting that some residences are recognized as associated with previous criminal activities, such as car thefts, car burnings,

etc. Supervisor Davidson felt that the police might be interested in the data when there are numerous people admitted at unusual hours of the day/night, as it could reveal potential problems.

Supervisor Gaeta questioned why the guard at the Main Gate is granting access to people entering through the South Gate. Mr. Kloptosky noted that the report does not specify who is entering and, if it is a resident, the Main Gate guard will grant access. Supervisor Lawrence clarified that others, such as garbage trucks, paper delivery, etc., are granted access, as well. Supervisor Gaeta voiced her surprise at the number of “emergency” entries at the South Gate.

Supervisor Davidson felt that the report proves that the call boxes can provide valuable information regarding access to the community and staff should be trained to prepare the reports.

Supervisor Davidson asked that this item be removed from future discussions and that the call boxes remain in place. Supervisor Chiodo disagreed and asked that this item be investigated further. This item will be included on the next workshop agenda.

- **Reclassify Fishing in Ponds as Amenity Access**
 - **Letter from Robert Sedelmyer Regarding Detention Pond 11 and Trespassing on Private Property**

Supervisor Davidson noted additional complaints about fishing in the ponds and people accessing private property. He indicated that Mr. Clark approves of installing two (2) more ‘no trespassing’ signs at the borders of the public and private property areas. Supervisor Davidson recalled that the CDD’s rules include a section on fishing in the ponds. He explained that the act of fishing in the ponds is an amenity use; therefore, it should be subject to amenity fees, otherwise the person is trespassing. Supervisor Davidson indicated that Mr. Clark will prepare an amendment to the rules which defines the act of fishing and identifies the ponds as amenities.

- **Golf Course Security Enhancement (Appoint CDD Liaison)**

Supervisor Davidson indicated that this item relates to discussing with Escalante that the golf course is being used by individuals to case Grand Haven homes and asking them to hire a security patrol. Supervisor Davidson recommended appointing a liaison at the next meeting.

- **Double Striping Waterside Parkway**

Supervisor Davidson indicated he does not have an estimate to double stripe Waterside Parkway but he wants to obtain one. Mr. Kloptosky advised that he requested an estimate from S.E. Cline but has not received it. Supervisor Lawrence stated that he obtained an estimate five (5) years ago for \$10,000 and voiced his opinion that this project is a waste of money, as people

will do what they want, regardless of the lines on the road. Supervisor Pollinger questioned if the road is statutorily wide enough for double striping. Regardless, Supervisor Davidson asked Mr. Kloptosky to measure the road, provide the information to Cline and determine if double striping can be done. This item will be included on the next agenda.

- **Additional Croquet Court at Soccer Field**

This item was discussed previously in the meeting.

- **Pickleball Court**

Mr. Kloptosky indicated that two (2) companies reviewed the current court and the necessary work. Both companies indicated that the cost to paint and re-line is approximately \$1,100; however, the court is failing and it would be best to resurface the court prior to relining.

****Supervisor Chiodo left the meeting.****

Mr. Kloptosky advised that the estimate to resurface is \$3,900, plus \$1,100 to reline, bringing the total to \$5,000, for the entire project.

This item will be added to the wish/need list.

B. Policy Regarding Rating of RFQs (SD)

This item was not discussed.

FIFTH ORDER OF BUSINESS

UPDATES: District Manager

- **NEXT MEETING/WORKSHOP**
 - **BOARD OF SUPERVISORS MEETING**
 - **June 21, 2012 at 9:30 A.M.**
 - **COMMUNITY WORKSHOP**
 - **July 5, 2012 at 10:00 A.M.**

The next meeting is scheduled for June 21, 2012 and the next workshop will be held on July 5, 2012.

SIXTH ORDER OF BUSINESS

UPDATES: Field Operations Manager

Mr. Kloptosky indicated that the budget does not contain a line item for an office IT tech. He feels that IT support should be included because it will be needed, going forward. Mr. Wrathell recommended shifting \$2,500 from the miscellaneous contingency line item to an IT support line item.

Mr. Kloptosky noted that he obtained a proposal for \$13,000 to refill and resurface the circle on Ibis Road South and asked the Board to remain aware of this project. Mr. Wrathell felt that this item should be on the CIP. Mr. Wrathell noted that funds are available so it should be done now and next year's items can be reduced accordingly.

Mr. Kloptosky reminded the Board of the need to power wash the curbs and gutters along Waterside Parkway. He obtained a quote \$7,000 from one (1) company but is waiting for a quote from Cline. The quote includes all of Waterside Parkway and some islands.

Regarding staffing of the CDD office, Mr. Kloptosky indicated that the full-time position is filled and requested permission to change the previous part-time position to full-time and fill it accordingly. He is in the process of interviewing. Mr. Kloptosky stressed the need for two (2) full-time staff members, as he feels staff is burning out quickly. Mr. Kloptosky advised that the new full-time person was hired at a lower rate than the former employee, which frees up funds and does not increase funds by much, overall. Supervisor Davidson directed Mr. Kloptosky to proceed with hiring an additional full-time CDD office employee. Mr. Kloptosky confirmed that the new rate, for both positions, will be \$15 per hour, reflecting a \$3 per hour savings.

SEVENTH ORDER OF BUSINESS

UPDATES: Amenity Manager

This item was not discussed.

EIGHTH ORDER OF BUSINESS

OPEN ITEMS

This item was not discussed.

NINTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

This item was not discussed.

TENTH ORDER OF BUSINESS

ADJOURNMENT

There being no further business, the workshop adjourned.

On MOTION by Supervisor Pollinger and seconded by Supervisor Davidson, with all in favor, the Workshop adjourned at 2:16 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair