

**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, October 4, 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	Vice Chair
Marie Gaeta	Assistant Secretary
Tom Lawrence	Assistant Secretary
John Pollinger	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Matt Adika	Wrathell, Hunt and Associates, LLC
Barry Kloptosky	Field Operations Manager
Howard McGaffney	Amenity Management Group (AMG)
Ray Smith	Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Wrathell called the workshop to order at 10:11 a.m., and noted, for the record, that Supervisors Davidson, Gaeta, Lawrence and Pollinger were present, in person. Supervisor Chiodo was not present at roll call.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

■ Supervisor Gaeta's Recusal From Dolphin Technical Solutions Vote

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

Mr. Wrathell recalled that, at the last meeting, Supervisor Gaeta recused herself from the award of contract vote for Dolphin Technical Solutions. Mr. Wrathell read Supervisor Gaeta's official disclosure statement:

"I, Marie Gaeta, hereby disclose that, on September 20, 2012 a measure came or will come before my agency which inured to this special gain or loss to my relative, Anthony J. Gaeta.

The measure before my agency and the nature of my conflicting interest is the measure is as follows: my son, Anthony J. Gaeta, is an IT consultant to Dolphin Technical Solutions. The remaining four Board of Supervisors voted unanimously to contract with Dolphin Technical Solutions on this IT/IR Project.

Mr. Wrathell stated that Ms. Marie Gaeta filed the conflict disclosure on September 28, 2012.

For the record, Mr. Wrathell recalled that Supervisor Gaeta read a statement, into the record, at the last meeting, and recused herself from the vote.

******Supervisor Chiodo arrived at 10:13 a.m.******

THIRD ORDER OF BUSINESS

UPDATES: Field/Operations Manager

Mr. Kloptosky reviewed before and after photographs of The Village Center AquaCal heat pump replacement, which is nearly complete. The electronic sequencers are being finished today and the pool was refilled, along with the hole on the deck. While the pool was closed, Mr. Kloptosky indicated that he opened the pool deck to inspect the pool beam structure, to determine why the wall is bulging. Two (2) engineering inspections were performed and it was determined that the beam is intact and there are no water intrusions. The hole was closed and pavers were replaced; the remaining pool work will be completed. Mr. Kloptosky presented pictures of patched bulging areas. Mr. Kloptosky stated that CPH's engineer inspected the pool but he felt the inspection was not thorough and recommended to the Chair and the District Manager that a second opinion be obtained. He contacted a structural engineer that he knew, who specializes in pools. The structural engineer inspected the pool and concluded that a portion of the pool was not poured to the correct point and it is not level; some areas are 4" to 5" off. Per the engineer, those areas were poured with an inferior mix. Mr. Kloptosky advised that the best way to repair the pool is to remove the tile around the entire perimeter, clean it to

the original pour level, repour it with the proper mix, epoxy with a bonding agent and reinstall the tile. The engineer pointed out that this is not a health and safety issue and could be delayed for awhile so the District could complete this and remarcite the pool at the same time.

Discussion ensued regarding the ADA compliance or code improvements that would be required, if the District makes other improvements to the pool. Mr. Kloptosky stated that the city engineer advised him that the matter is up for debate; however, he felt that, if the District is not rebuilding, adding to it or changing the pool, the District could not be required to bring the other items up to code.

Mr. Wrathell asked Mr. Kloptosky if his pool engineer gave a cost estimate for the work he proposed. Mr. Kloptosky replied no, the cost is based on footage. Mr. Kloptosky recalled the original proposal of approximately \$80,000, noting it was for essentially the same scope of work; he felt that the costs would be in that range. Mr. Kloptosky reiterated that the engineer's report is pending; however, the engineer informed him that the District is not facing an immediate health and safety issue.

Supervisor Gaeta asked the cost for Mr. Kloptosky's pool engineer's inspection. Mr. Kloptosky advised that the engineer charges an hourly fee, including travel time from Jacksonville; he estimated the cost to be \$700 to \$1,000.

Regarding The Village Center parking lot repaving, Mr. Kloptosky voiced his disappointment in how this project turned out. He stated that the scope of work provided by the District Engineer did not match that of his second presentation. Mr. Kloptosky discussed asphalt thickness and stated that he questioned the District Engineer's recommended thickness and type of material, when there is a less expensive alternative. Mr. Kloptosky speculated a price difference of \$5,000 between the paving material he recommends and what the District Engineer recommended.

Mr. Kloptosky indicated that he obtained bids from three (3) contractors and, as usual, S.E. Cline submitted first and lowest bid. Cline noted that their bid is for the less expensive paving material recommended by Mr. Kloptosky, rather than the type listed in the bid specifications.

Supervisor Davidson stated, for the record, that Mr. Kloptosky has mentioned two (2) instances where the District Engineer made mistakes.

Mr. Kloptosky advised that he obtained revised bids for the parking lot project but is not prepared to present them today.

Supervisor Gaeta pointed out that Mr. Kloptosky contributed most of the suggestions contained in the District Engineer's rewritten reports. Mr. Kloptosky confirmed that he voiced his concerns to the District Engineer and that he performed much of the legwork related to information contained in the District Engineer's reports.

Regarding Sailfish Drive, Mr. Kloptosky recalled that the Board requested pictures of an inverted crown. He advised that he did not receive any pictures from the District Engineer but provided his own pictures of other roads in Grand Haven.

Mr. Kloptosky stated that he obtained two (2) proposals for the Creekside Spa, which is leaking. He had the pool engineer inspect the spa yesterday. Mr. Kloptosky noted the difference in the proposals; \$3,000 versus \$7,000. He indicated that his pool engineer recommended hiring a pool leak detection company, which will cost approximately \$300 to \$400. Regarding the proposals Mr. Kloptosky stated that the first proposal was to only repair the skimmer top, while the second also included pulling the jets and reinstalling them with water stops, to prevent leaking.

Mr. Kloptosky provided photographs of The Village Center grease trap repairs. The project was completed and the city provided a letter acknowledging completion.

Mr. Kloptosky indicated that a mailbox on St. Andrews was run over by a vehicle. Staff completed the repair.

Mr. Kloptosky reported on an underground wiring issue in Wild Oaks. A streetlight was not working; it was determined that the problem was related to underground wiring. He noted that repairs such as this can be expensive if the break cannot be located and new conduit must be run; however, in this case, staff located the break and was able to repair it at a much lower cost.

Supervisor Pollinger commended Staff member Jeff Kilpatrick for his diligence and knowledge in handling these types of issues.

Regarding the Wild Oaks weir, Mr. Kloptosky indicated that the city recently completed erosion repairs.

Mr. Kloptosky reported issues with rodents and rats entering the Creekside Amenity Facility, over the past few months. The exterminator was called twice; he was able to get them

out and completed a repair at the point of entry. Mr. Kloptosky voiced his opinion that the problem relates to the oak trees being too close to the building, which provides the critters with access to the roof of the building. Ms. Leister evaluated the trees for possible pruning but stated that they cannot be pruned enough to make a difference. As a preventative measure, Mr. Kloptosky recommended removal of all five (5) oak trees and replacement with palm trees. Supervisor Davidson directed Mr. Kloptosky to obtain quotes for removal and replacement. Mr. Kloptosky advised that Ms. Leister is working on this.

Mr. Kloptosky stated that he has experienced difficulty getting Certified Security on site to address issues with the security cameras. He noted that, previously, they were responsive but Vector Security recently purchased the company, which may be the cause of the problem. Mr. Kloptosky is unhappy with their lack of a response. He felt that the District should no longer use them and he is researching companies to replace them. Mr. Kloptosky noted that Certified Security maintains the fire and security system; however, he has no problems in that regard, as the work is subcontracted to another company. He contacted Web Watchdogs, a local company recommended by Mr. Gaeta, of Dolphin Technical Solutions, LLC. Web Watchdogs conducted an inspection and will provide an estimate.

In response to a question, Mr. Kloptosky confirmed that the District did not have a maintenance agreement with Certified Security. He voiced his intention to move forward with Web Watchdogs. The Board voiced its support.

Mr. Kloptosky indicated that all mass-enabled gate access devices (GADs) or cards were deactivated and reclassified. There has been some response, mostly legitimate and only a few who were not residents.

Mr. Kloptosky reported on a major hole discovered in the District's security system. He stated that he was amazed to find out from the administrative staff that many contractors were easily and quickly passing through the visitor's side of the North Gate. Staff speculated that the contractors were using an access code, rather than looking up information on the resident call box. Staff began following contractors and asking how they gained access. It was determined that default codes are programmed into the Door King system and those are being used to gain access. Mr. Kloptosky stated that he purged the system of all default codes, which alleviated much of the problem. As some were still gaining access, Mr. Kloptosky changed the 911 code and notified emergency services.

Regarding distribution of the Community Directory, Mr. Kloptosky advised that 858 were distributed to residents, none were given to renters, 76 remain, leaving 66 unaccounted for. He speculated that the former office staff gave directories out without logging them into the system.

Supervisor Gaeta recalled that the original plan called for distribution of two (2) directories to an owner of multiple properties and requiring extras to be purchased. She stated that the procedure was not followed.

A Supervisor noted the need to better control future distribution projects. Supervisor Chiodo stated that the Board's system was paper intensive, which could have attributed to the problem. The Board discussed distribution of the remaining directories. Supervisor Gaeta recommended waiting until the snowbirds return. Supervisor Lawrence felt that the directories should not be made available to renters. Mr. Wrathell suggested not announcing the availability of the remaining 76 directories and waiting for people to ask for them. Discussion continued regarding updating the directories with corrected information.

Mr. Kloptosky advised that both of the new office staff personnel are notaries. He noted that a notary is entitled to charge for their services and asked if the Board approves of them charging residents.

Mr. Wrathell recognized that being a notary adds value and recommended that the District agree to pay their renewal fees, while employed by the District; however, he was not in favor of charging the CDD or residents for the services. Mr. Kloptosky will notify the office staff that the CDD will pay their renewal fees.

Mr. Kloptosky presented a letter he received yesterday from Mr. Eugene Holland:

“Dear Steve,

This is an open letter to the Grand Haven Community Development District regarding my driveway issue. I ask that you share it with other members of the CDD. The last time I appeared at the meeting of the CDD, both Mr. Albaugh and Mr. Kloptosky offered their opinions regarding responsibility for the driveway conditions. I have carefully reviewed correspondence between myself and Mr. Albaugh and the notes taken from opinions made by Mr. Kloptosky. I am pleased to report that at my meeting with Seagate executives today I referred to these opinions and Seagate agreed, unofficially, that they were at fault by not

stabilizing my property and I am left with the impression that they will make the necessary repairs. The President of Seagate must approve this but I feel confident that they will address the issue in a positive manner.

I thank the Board for the opportunity to address them and I thank Mr. Albaugh for his comments. Most of all I thank Mr. Kloptosky for his right-on-the-money comments concerning the probable cause of the damage and his opinion as to how it can be remedied. Mr. Kloptosky and I have had our differences but I sincerely hope those differences are way behind us. In any event, I thank him for helping me in my discussion with Seagate.

Very truly yours,

Eugene Holland”

Mr. Kloptosky recalled that the Board previously authorized him to install ‘no trespassing’ signs beside ponds. The resident at 80 Front Street contacted the office numerous times and provided information regarding people fishing in the pond behind her house. The resident asked if fishing is allowed in this pond. Mr. Kloptosky advised her that he is not aware of any ponds where fishing is prohibited. The resident stated that Mr. Railsback informed her that some ponds are non-fishing. Mr. Kloptosky asked if a no trespassing sign could be installed to deter people from fishing in that area.

Supervisor Davidson noted other requests for similar situations and recalled discussion from last year. He felt that the District should proceed, as it has in the past, assuming it is allowable.

FOURTH ORDER OF BUSINESS

DISCUSSION ITEMS

A. District Engineer

- **Performance**

Supervisor Gaeta indicated that she has concerns regarding the District Engineer. She voiced her opinion that they were hired for their expertise but do not come to the meetings with the level of expertise or professionalism that she has come to expect. She spoke of instances where presentations were expected but the District Engineer was not prepared to address the Board. Supervisor Gaeta felt that there has been a large variation in certain repair costs, as recommended by the District Engineer. She stated that her confidence level in CPH is very low.

Supervisor Gaeta indicated that Mr. Markovitz, who has presented to the Board on behalf of CPH, is not an engineer; rather, he is the Vice President of the Palm Coast office. She felt it odd to be paying a non-engineer \$145 per hour to make a presentation. Supervisor Gaeta suggested that the Board look further for a District Engineer.

Supervisor Gaeta continued detailing discrepancies and contradictions she perceives with the current District Engineer.

Supervisor Davidson asked Mr. Kloptosky to comment on his experience with the current District Engineer.

Mr. Kloptosky noted his previous comments regarding his interactions and issues. He stated that, several times, CPH failed to follow his directives and provide a scope of work and give him the information he needs. He voiced his opinion that much of the information in some reports was data that he provided to them and they regurgitated back to the Board in their subsequent report. Mr. Kloptosky stated that his biggest concern regarding CPH is cost factors due to errors in their scope of work suggestions, etc. He stated that he feels he is doing the District Engineer’s job; the District should not be paying the District Engineer to repeat what he already told them.

Supervisor Pollinger voiced his shock at the presentation last month where the District Engineer presented two (2) proposals to repair Sailfish Drive and asked the Board to make a decision. Supervisor Pollinger feels that the District Engineer is hired to tell the Board what to do, so they can approve it. Based on Mr. Kloptosky’s comments, Supervisor Pollinger asked what the District is paying the District Engineer to do. He stated that he is thoroughly disappointed in CPH and has zero confidence in them.

Mr. Kloptosky voiced his concern that CPH has several people attend meetings and contended that the invoice provided in the agenda package leads him to believe that the District is being billed for several people to attend the same meetings. He feels that only one (1) representative from the firm needs be present, unless others are attending at no cost to the District.

Supervisor Chiodo noted that, since he joined the Board, the District has never had a good experience with its District Engineers. He stated that this is the fourth District Engineer, in his time. Supervisor Chiodo indicated that he has virtually no faith in CPH; the presentations were unacceptable, he finds one engineer difficult to understand and there have been too many

episodes where they have not done their job. He recommended moving forward to locate a new District Engineer.

Supervisor Lawrence questioned how the Board wants to proceed and if they want to refer to the prior evaluations and take the next firm.

Supervisor Davidson commented on the District's unfortunate history with District Engineers, noting that Arcadis, who the Board had suspicions about and terminated, delivered the best service to the District. He stated that he spoke to Mr. Clark and was informed that the termination clause is 30 days, with or without cause. Supervisor Davidson stated that, yesterday, Mr. Clark advised him that there is no problem with contacting the second firm and beginning negotiations.

Mr. Wrathell indicated that he spoke to Mr. Clark a week ago and his position, at that time, was different.

Supervisor Davidson relayed Mr. Clark's comments that there were few bidders, as it was, and, if it goes out to bid again, the District's preceding reputation may be such that there are fewer, if any, bidders. This would put the District in a bad situation if it left them without a District Engineer for a period of time.

Mr. Wrathell pointed out that the second firm has come in second a number of times and questioned whether they would participate in another RFQ process.

Mr. Wrathell stated that he spoke with Mr. Markovitz regarding the Board's concerns. He explained to Mr. Markovitz that the District must have confidence in the recommendations it receives and that CPH's presentation, delivery and ability to communicate with the Board has been lacking. Mr. Wrathell advised that he and Mr. Markovitz came to the conclusion that this is not a good fit. Mr. Markovitz offered to cooperate in the transition and resign. Mr. Wrathell explained that this approach allows the District to preserve its reputation, as well.

The Board directed Mr. Wrathell to contact Mr. Markovitz regarding resignation.

Supervisor Lawrence felt that the Board's expectations should be established and communicated immediately to the new District Engineer. The Board discussed their expectations and directed Mr. Kloptosky to develop a list.

- **Invoice Review**

Supervisor Gaeta questioned if the District is obligated to pay the invoice or if some of the charges can be contested. Mr. Wrathell stated the Board could try to dispute the bill;

however, the work was performed. Mr. Wrathell voiced his understanding of the Board's desire to move on. Supervisor Davidson stated that he wants a better breakdown of the work performed but acknowledged the District's obligation to pay the bill. Mr. Kloptosky felt that this is not the final bill. Supervisor Davidson recommended holding this bill until all bills are received. Supervisor Lawrence advised Mr. Wrathell to direct Mr. Markovitz to immediately stop all work.

Supervisor Chiodo noted that the Board must be clear about what it wants.

****The meeting recessed at 11:57 a.m.****

****The meeting reconvened at 12:07 p.m.****

B. Additions to Manual of Policies and Procedures for Property Owner, Lessee, Auto and Gate Access Device [GAD] Registrations (SD)

Supervisor Davidson reviewed the policy recommendations related to GADs.

- **Questions**

He asked that Supervisors refer all questions to Ms. Higgins, in the CDD office, so the entire Board can work on resolving the issues.

C. Keeping Grand Haven Grand (SD)

- **Correspondence to Realtors and FCAR**

- **Exhibits**

- **Requirements for New Residents**
- **Resident Information Forms**
- **GHMA Lease Information**
- **Riverview Lease Application**
- **CPC Rental Registration**

Supervisor Davidson reviewed the correspondence addressed to realtors and FCAR, along with the exhibits that will be included with the correspondence. This will advise residents of the forms that the District will use. Supervisor Lawrence clarified that the letter should be changed to state that the mass-enabled GADs have been deactivated. Supervisor Gaeta recommended adding "payable by check or money order to Grand Haven CDD" to the last line regarding payment for a fob. Supervisor Davidson clarified that, for Keeping Grand Haven Grand Part 3, the access card will contain a bar code, not a computer chip.

Supervisor Davidson discussed the beneficial user rights (BUR) information and the eventual deactivation of unauthorized renter or owner GADs, depending on who holds the BUR. Supervisor Lawrence questioned the likelihood of meeting the November 30 deadline. Supervisor Davidson stated that Mr. Gaeta felt that he could get the system installed by mid-November.

Supervisor Davidson discussed the plan to hold a workshop with the FCAR members to inform them of the changes and implementation. Supervisor Lawrence recommended that the District's article in the next edition of The Oak Tree be about these matters.

Supervisor Davidson referred to a list of Dolphin Technical Solutions' questions, which was distributed earlier in the meeting. The Board discussed questions related to the Community Directory. The first question asks if renters were included in the Community Directory. Supervisor Gaeta replied affirmatively. Supervisor Davidson confirmed that renters were included, as they were residents. Supervisor Gaeta asked the Board to consider including only long-term renters. Regarding whether properties without homes were listed, the answer was yes. Supervisor Davidson replied affirmatively to Question #3 regarding whether the CDD wanted the ability to track who received the Community Directory. Question #4 related to what information the Board wants included and changes to the information layout were proposed by Dolphin. Supervisor Gaeta agreed with the proposed format change but thought it would increase the size of the directory. Supervisor Davidson stated that the new format would allow for two (2) columns of information. Discussion ensued regarding format changes.

Dolphin questioned how many vehicles each property can have. Supervisor Davidson stated that the allowable vehicles is the number of garage space times two (2). Question #2 asked how the CDD would verify that a vehicle with a GAD was registered to the property for which it was requested. Supervisor Davidson noted that Dolphin's proposed scenario would require the vehicle registration or insurance card address to match the property address; if not, no GAD would be issued and the person would need a daily or VIP pass. Mr. Kloptosky pointed out that many seasonal residents have their vehicles registered elsewhere. Supervisor Lawrence suggested dropping the second question and simply issuing GADs, as requested, up to the maximum number. Supervisor Davidson agreed that the CDD does not need to verify that the requested GAD matches a vehicle registered to the property. The Board agreed to strike the question.

Dolphin questioned the age at which a resident is eligible to receive an amenity card and what information does the Board want included on amenity cards. Supervisor Davidson stated that the age is 13 and over. Supervisor Davidson stated that the amenity card should include the resident's picture, full name, address, village, date of birth and type of resident. Several Supervisors felt that the date of birth should not be included. Date of birth will not be included. Supervisor Davidson suggested including the lease term. Supervisor Gaeta felt that an inception date should be included. Supervisor Pollinger pointed out that the lease term is not necessary, as the card can be deactivated; however, including the lease term would require issuance of a new card, once a new lease term commences. Supervisor Davidson agreed that inclusion of the lease term is not necessary. The Board agreed that the village is not necessary.

Discussion ensued regarding a limit to the number of people that a resident can have on the VIP list. Supervisor Lawrence recommended using common sense. For database design purposes, the space should be two (2) digits.

The Board addressed Dolphin's questions regarding renters. The Board agreed that GADs and amenity access cards will be automatically deactivated upon lease termination for those renters who are not a family member of the landlord. Supervisor Gaeta advised that the database will be able to generate a notice letter and deactivate cards when the lease term expires. The Board agreed that renters will not be given a grace period to show proof of lease renewal. The policy will be the same for leasing renters who are family members of the landlord. Discussion ensued regarding situations where no lease is in place but the property owner is allowing a family member to live in the home with or without paying rent. Supervisor Davidson noted that the Master Association is addressing this situation by requiring the parties to have a zero dollar lease to be on file with a lease term. Supervisor Davidson felt that the CDD could have a similar policy. Discussion ensued regarding whether adult children residing at the home need a lease, regardless of whether the property owner lives there full-time, part-time or not at all. This question was not resolved.

Supervisor Gaeta questioned what can be done in foreclosure situations, particularly one where the parents have moved but the children continue living in the home. Mr. Wrathell cautioned against discriminating, simply because a home is in foreclosure.

Discussion ensued regarding special circumstances where a property owner's name or information may be omitted from the property appraiser's website, such as law enforcement or

other protected or government classified individuals. Dolphin questioned if those property owners can be required to provide their full information to the CDD office and, if they refuse, can the CDD prevent the property owner or resident from using the amenities and obtaining a GAD. The Board agreed that those residents could be left out of the directory. The Board agreed that those residents would not be prevented from using the amenities. Supervisor Davidson questioned how the person can use the amenities, if they do not provide enough information to issue an amenity access card. The Board agreed that the CDD can refuse to issue a GAD, as it is considered a convenience item.

The Board reviewed the Grand Haven Resident Information Form. Supervisor Gaeta suggested that the contact definitions, as described in the directory, be used. Regarding Supervisor Gaeta's question about how to account for a nonresident who purchases an amenity membership, Mr. Wrathell suggested handling it like a renter, since the membership has an expiration date. Supervisor Lawrence noted that this has happened only once in 20 years and recommended handling it on an exception basis. The Board did not know what the contact status or the primary categories meant. Supervisor Davidson indicated that they could ask Mr. Gaeta. Supervisor Gaeta recommended removing the nickname space. Regarding phone numbers, Supervisor Gaeta suggested including a cell or home designation. Supervisor Lawrence confirmed that home or cell is relevant because a landline is necessary for the gate access database. The Board agreed to replace the day and evening categories, under phone type, to home or cell. Mr. Kloptosky pointed out that the nickname space was included because, often times, the office only knows people by their nickname. The heading regarding email contact was changed to "Allow CDD email contact". Supervisor Lawrence questioned the inclusion of the amenity access questions highlighted in blue. The Board felt that those questions are not necessary on the contact information form. Discussion ensued regarding confusion with the Property Contact (Primary) heading and owners and renters completing the same form. Supervisor Lawrence suggested removing the (Primary) in the heading.

The Board noted that this form seems confusing and is not user friendly. Supervisor Lawrence questioned why Dolphin cannot use the current form.

Discussion returned to whether vehicles must be registered to a Grand Haven property address or registered in the resident's name, in order to obtain a GAD. Supervisor Lawrence summarized the Board's previous decision that each property may obtain a maximum number

of GADs equal to the number of garage spaces, times two (2). For each GAD, the vehicle registration must be presented but the vehicle is not required to be registered to a property address within Grand Haven. This allows GADs to be issued to those with company cars, leased vehicles, family and friends. Supervisor Davidson voiced his opinion that the CDD office staff is currently refusing to issue a GAD to any vehicle that is not registered to a street address in Grand Haven. Mr. Kloptosky advised that, for example, he directed staff to issue GADs to seasonal residents, provided they present a vehicle registration proving they are the owner of the vehicle. Mr. Kloptosky confirmed that, under the current terms, staff cannot issue a GAD to someone who is not a resident of Grand Haven. Supervisor Lawrence suggested that distribution of GADs be limited to the property owner and their lineal descendants or the renter and their lineal descendants.

Discussion ensued regarding the number of smart amenity access cards (SMAAC) that can be issued per property. Supervisor Davidson noted that the District cannot control the number of people living in a home; however, it can limit the number of SMAACs issued, per home, based on two (2) per bedroom of the original house design. For instance, a four (4)-bedroom house can obtain a maximum of eight (8) SMAACs. Supervisor Lawrence suggested consideration, on an exception basis, of a resident who legitimately has a greater number of children than the limitation would normally allow.

D. Water Analysis (CW) *[to be provided under separate cover]*

Mr. Wrathell indicated that a CD of information was provided to Mr. Kloptosky. The analysis included a few large bills. He stated that the City referred to those charges as transfer fees. He explained that accounts or folios were shifted on the City's records for billing. Mr. Wrathell stated that the City credited the District approximately 75% of the transfer fees. Mr. Wrathell will continue to analyze the information and actual fees, as there are still questions and inconsistencies regarding how the City is billing stormwater fees.

E. Awards of Appreciation (SD)

Supervisor Davidson discussed the appreciation award selected to be presented to the District's horticulturalist, Ms. Louise Leister. Supervisor Lawrence questioned using public funds to pay for awards. Mr. Wrathell advised that these types of awards are routine and explained that issues occur when an outside party gives a gift to someone associated with the

District that could influence the activities of the District. Mr. Wrathell likened the award to giving an employee a bonus, which is allowable.

F. Town Hall Meeting (PC)

Regarding holding a candidate forum in Grand Haven, Supervisor Chiodo indicated that he sent invitations to nine (9) candidates offering two (2) dates. He reported that five (5) responses were received, with one (1) unable to attend on either date. The others were split, with only two (2) able to attend on the first date and the other two (2) on the other date. Supervisor Chiodo suggested not holding a candidate forum, unless he hears from more candidates by the end of the day.

Supervisor Chiodo advised that he contacted someone regarding the Town Hall meeting and suggested holding it in November. The details are pending.

Supervisor Davidson asked if there was any feedback from the settlement matter. Supervisor Gaeta relayed that residents were pleased that the Board was able to negotiate the amount down and just want to move on. Supervisor Davidson asked if money should be set aside in this type of fund. Mr. Wrathell advised against it. Supervisor Pollinger felt it is not a good idea to place a figure in the budget on which potential litigants can focus.

G. Final Distribution of Community Directories (MG)

This item was previously discussed.

H. FY 2013 Capital Plan & Update of 10-Year Capital Plan (TL)

Supervisor Lawrence reviewed the list of capital projects. The Board agreed to the following projects: repairs due to tree root lifting, treadmills for Creekside and The Village Center, pool filter cloth frames for Creekside and The Village Center, painting the Creekside building, gym TV for The Village Center, A/C air handler motors for The Village Center, replacement of The Village Center Café refrigerator, landscape renovations, security and community access data solution, District Engineer expense for support of capital and repaying the reserve for Fiscal Year 2012 overrun. The following items were approved but are on hold: rumble strip, repair and remarcite The Village Center pool, chaise lounges and drink tables for The Village Center pool, ADA pool lifts, stop bars and arrows and repave and repair The Village Center parking lot. It was noted that the pool heat pumps were replaced in Fiscal Year 2012, at a cost of approximately \$43,000, including additional work. Those costs will be

applied to the Fiscal Year 2012 expenditures, if the bills are received by October 31, 2012. The gym bikes were not approved.

Discussion ensued regarding the “want to do” items. Supervisor Davidson noted the poor condition of many streetlights that need to be repainted. Mr. Kloptosky will evaluate the streetlights and recommend which need immediate attention. Regarding Wi-Fi in The Village Center Café, the Board agreed to have Dolphin evaluate it during their work. It was agreed that the \$4,130 cost seems high. Mr. Kloptosky stated that Mr. Gaeta explained to him that the high cost is related to bandwidth issues; expanded bandwidth is needed to accommodate the level of usage in the Café. Based on usage, Supervisor Davidson suggested the removal of two (2) gym bikes, which would free up money for the Wi-Fi.

Discussion ensued regarding the pool pump expenditure falling in Fiscal Year 2012, which will increase the amount to be repaid to the reserve. Mr. Ray Smith, a resident, suggested that the Board not make an early commitment of funds but wait to see what happens. Mr. Smith noted that the current capital improvements list does not anticipate surprises. Mr. Wrathell advised that the reserve repay amount for the Fiscal Year 2012 overrun will probably be \$200,000, not \$161,044, as listed on the spreadsheet.

Supervisor Lawrence voiced his opinion that the District should not delay those projects previously approved. Supervisor Gaeta suggested that the Wi-Fi item should be addressed while Dolphin is already on site, rather than delaying it. Mr. McGaffney noted that complaints about the Wi-Fi are received almost every day.

Mr. McGaffney notified the Board of recent staff changes. He commented that he continues to work to ensure quality service to the community. Mr. McGaffney advised the Board that they may receive feedback from others that are not happy about the changes.

FIFTH ORDER OF BUSINESS

UPDATES: District Manager

- **UPCOMING MEETING/WORKSHOP**
 - **BOARD OF SUPERVISORS MEETING**
 - **October 18, 2012 at 9:30 A.M.**
 - **COMMUNITY WORKSHOP**
 - **November 1, 2012 at 10:00 A.M.**

The next meeting will be held on October 18, 2012 at 9:30 a.m., and the next workshop will be on November 1, 2012 at 10:00 a.m.

SIXTH ORDER OF BUSINESS

OPEN ITEMS

Supervisor Davidson indicated that Items A, D can be removed.

SEVENTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

Mr. McGaffney noted that the Grand Haven Amenity website is up. Supervisor Davidson advised that he was surprised by a resident's complaint that the amenity website is not password protected. Mr. McGaffney confirmed that the website is not meant to be restricted.

EIGHTH ORDER OF BUSINESS

ADJOURNMENT

There being no further business, the workshop adjourned.

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, the workshop adjourned at 2:01 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair