

**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, August 7, 2014, immediately following the Continued Meeting, scheduled to commence 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
Pete Chiodo	Vice Chair
Marie Gaeta	Assistant Secretary
Tom Lawrence	Assistant Secretary
Ray Smith	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Rick Woodville	Wrathell, Hunt and Associates, LLC
Howard McGaffney	Wrathell, Hunt and Associates, LLC
Scott Clark (<i>via telephone</i>)	District Counsel
Barry Kloptosky	Field Operations Manager
Kevin Horan	Vesta/AMG
Dan Fagen	Vesta/AMG
Joe Montagna	Vesta/AMG
Warren Hughes	Eco Energy Holdings LLC
Michael Lutz	Sergeant Flagler County Sheriff's Office
Louise Leister	Horticultural Consultant
Chris Charbonneau	ValleyCrest Landscape Companies
Cindy Gartzke	ABM Security Services
Murray Salkovitz	Resident
Lisa Mrakovcic	Resident
George Suhaj	Resident
Tom Byrne	Resident and Architectural Design Committee Chair

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Wrathell called the workshop to order at 10:43 a.m., and noted, for the record, that all Supervisors were present, in person.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited at the beginning of the Continued Meeting.

THIRD ORDER OF BUSINESS

CONSULTANTS, GUEST REPORTS & PRESENTATIONS

A. Safety and Security/Crime Reports [*Sergeant Michael Lutz, Community Outreach Division, Flagler County Sheriff's Office*]

Supervisor Davidson advised that, over the past few months, incidents of removing lighting, pool pumps and irrigation pumps, were reported. Supervisor Davidson indicated that a meeting was held with the Sheriff, Undersheriff and Sergeant Michael Lutz, of the Flagler County Sheriff's Office. The Sheriff will attend the next meeting to address the issue of crime in Grand Haven and what residents can do to help alleviate crime. Supervisor Davidson introduced and indicated that Sergeant Lutz will review crime statistics in Grand Haven.

Sergeant Lutz stated that he obtained the crime statistics from July 1, 2013 to July 28, 2014. He explained that this issue arose because of a burglary in the community. The Sheriff's Office knows who was involved but proving it is another issue. Sergeant Lutz advised that burglaries in Grand Haven are usually from within or by someone who was let into the community. He pointed out that the types of thefts described by Supervisor Davidson are generally on construction sites, which are crimes of opportunity.

Sergeant Lutz indicated that the community had six burglaries, within the year. He acknowledged that, to residents, six may seem like a lot; however, compared to Palm Coast and/or Flagler County, there are about six burglaries per week. He surmised that Grand Haven residents are probably very safe. Sergeant Lutz noted that, of the six burglaries reported, some were attempted but the resident was home.

Sergeant Lutz reported crime statistics for Sector 24, which includes Grand Haven, Herschel King, Palm Coast Plantation and Colbert Lane. He indicated that, during the past year, there were 1,385 calls for service but all calls are not crime related; they can be related to civil matters, community policing and security checks. Sergeant Lutz summarized that Sector 24 had six burglaries, ten frauds and 12 larcenies. He explained that the fraud incidents involved telephone fraud or stolen credit card information. Sergeant Lutz advised that the larceny incidents included a stolen vehicle decal, a television that was returned and became a civil matter, missing jewelry with no forced entry, outside lights and pool and irrigation pumps. He

noted that the Sheriff knows who took the pumps and they were found; however, as there was no record of the serial numbers, theft cannot be proven. Sergeant Lutz recalled incidents involving lawn lights, the stolen speed sign, a warrant service, one vehicle burglary from an unlocked vehicle, two vandalisms with one being reported on a builder and a broken vehicle mirror.

Sergeant Lutz assured that Grand Haven is not experiencing a crime spree. He reiterated that six burglaries in 13 months is not a lot. Sergeant Lutz reiterated that Grand Haven does not have a major crime problem.

Supervisor Davidson asked residents to record the serial numbers from the irrigation and pool pumps so that they can be tracked. He advised that a freelance person might be involved; therefore, if someone attempts to install a pool or irrigation pump that does not contain the metal serial number plaque, it might be a stolen pump.

Sergeant Lutz encouraged residents to maintain a paper and computer list of the serial numbers of all of their property so that it can be tracked, if it is stolen. He noted that the freelance worker in question has worked legally in the community and, through a search warrant, he was found to have solar panels and pumps; however, those items cannot be traced because the victims did not know the serial numbers.

Sergeant Lutz discussed the Star Program, which is conducted by the Sheriff's office. He explained that the Citizen Observer Patrol (COP) is available, free of charge, to visit homes and review security and make recommendations for improving security. Sergeant Lutz noted that, if the community works together, several homes can be completed in one day.

In response to Supervisor Davidson's question, Sergeant Lutz confirmed the likelihood that some of the attempted burglaries were from the inside and speculated that some, if not all of the burglaries come from within. He discussed accessing the community.

Supervisor Davidson asked Mr. Murray Salkovitz and Ms. Lisa Mrakovcic, of Neighborhood Watch, to promote and get people to sign up for the Star Program. Mr. Salkovitz stated that the Star Program will probably be invited to the Neighborhood Watch's fall meeting.

- **Call Box & Number 9 System**
*****This item was discussed out of order.*****

Supervisor Davidson indicated that one of the most porous aspects of the controlled entry system is use of the call box. He stated that the Board wants to determine if removing the call boxes would create issues for residents or the guards at the Main Gate. Supervisor Davidson reviewed the call box data and noted that, in Wild Oaks, calls to residents are low but the number

of calls to the guard gate is high, in excess of 100 per day, on most days. He confirmed that the statistics indicated that the call boxes are being used, primarily by builders. Supervisor Davidson pointed out that, at the North Gate, the call box calls are primarily to residents.

A resident noted that, quite often, the North Gates are up and not functioning properly. Mr. Kloptosky stated that the reason is because many residents press their gate access device (GAD) when they exit, which causes the entry gate to open and remain open until another vehicle passes through it. Supervisor Gaeta recommended installation of a sign.

Supervisor Davidson recalled that the attempt to issue passes to builders to provide to subcontractors was not well received and asked Ms. Cindy Gartzke, of ABM Security Services (ABM), to comment.

Ms. Gartzke provided call data for the past six weeks, which reflects the busiest times at the guard house. She recalled that this matter was discussed a few months ago when she requested an extra guard for the guard house. Ms. Gartzke noted that the guard house receives about 85 calls, per day, from residents, with 75% of those calls prior to 2:00 p.m. She confirmed that weekends are not as busy as weekdays and that a lot of the call box calls are during the week from the Wild Oaks Gate. Ms. Gartzke explained that, when a call comes from the Wild Oaks Gate, the guards must stop what they are doing, view the camera to verify who is seeking entry and log the person in, all of which takes time away from their duties at the Main Gate and causes traffic to back up onto Colbert Lane.

Supervisor Davidson asked if having a guard at the Wild Oaks Gate would alleviate the situation. Ms. Gartzke advised that it would help but the guard would be required to stand in the hot sun and other weather conditions; it would be as effective to have another guard at the guard house to take the Wild Oaks Gate and resident calls. Supervisor Davidson asked how many hours per day a second guard would be needed. Ms. Gartzke recommended having an extra guard from 8:00 a.m., to 1:00 p.m., or from 9:00 a.m., to 1:00 p.m., and noted that it would be difficult to hire a guard for only two or three hours; a four or five-hour shift, Monday through Friday, would be better. Supervisor Davidson questioned if the guard house, at the Main Gate, can accommodate two guards working at the same time. Ms. Gartzke replied affirmatively.

Supervisor Davidson indicated that he spoke to Mr. Clark regarding funding the second guard position. He noted that the need is primarily due to the number of calls from the Wild Oaks Gate and construction people. At the next meeting, the Board can discuss where to locate a second guard.

Ms. Gartzke suggested researching how much longer the construction in Wild Oaks will continue.

Supervisor Smith pointed out that Ms. Gartzke recommended an 8:00 a.m., start time for the second guard; however, construction work can commence at 7:00 a.m. Ms. Gartzke stated that 7:00 a.m., to 8:00 a.m., is occasionally busy but an 8:00 a.m., start time would be fine. Supervisor Lawrence asked about the hourly pay rate for a second guard. Ms. Gartzke believed that the contract rate is \$13.25 per hour and noted that the extra guard would not be necessary on holidays or the weekend.

Mr. Kloptosky noted instances of abuse against guards and asked Ms. Gartzke to comment. Ms. Gartzke provided a handout. She reported that resident abuse of the guards usually involves being cursed at for following procedure. Ms. Gartzke indicated that she and Mr. Kloptosky discussed creating a policy for the guards to follow, with a script to read to residents when abuse is occurring. Mr. Kloptosky indicated that he has a policy that is used for his staff but he was not sure if the policy included contracted staff, such as ABM.

Supervisor Davidson stated that he discussed this issue with District Counsel, who suggested that Mr. Kloptosky modify the basic mechanisms and the process for handling the abusive calls. This should be discussed at the next meeting.

Supervisor Lawrence pointed out that all of the abuse complaints were from one guard. Ms. Gartzke indicated that this is the guard that receives the brunt of the abuse and is the one who generally records incidents; not all of the guards record incidents that occur. Supervisor Lawrence questioned when this guard works. Ms. Gartzke indicated that the guard works the Friday and Saturday day shifts, with Friday being the busiest day at the Main Gate; she also works the Sunday and Monday afternoon shifts.

Supervisor Davidson advised that, at the next meeting, District Counsel will recommend language that can be incorporated into a script for the guards to follow to deflect abusive comments.

Supervisor Gaeta found it troubling that reports indicated that one guard said one thing and another guard said another; it appears that one guard is waving people through the gate and asked Ms. Gartzke if she spoke to the guard. Ms. Gartzke stated that she spoke to the guard but explained that visitors try to manipulate their way through the gates by bullying the guards, saying that other guards let them through. Ms. Gartzke confirmed that the statement was untrue.

- **Security Fence at Waterfront Park Road**

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

Supervisor Davidson stated that this is an old issue, which was recently brought up. He noted that there are campfires in the wooded area behind Waterfront Park. Supervisor Davidson pointed out that there is no barrier between the wooded area and the private property of Grand Haven residents.

- **Pedestrian Security Fence at Wild Oaks**

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

Mr. George Suhaj, a resident, referred to photographs of existing fences on the east and west sides of the main gate, along with an open, unrestricted pedestrian walkway in that area. He explained that residents would like the existing fence to be extended to close off the walkway completely or include a key card gate on the walkway. Mr. Suhaj acknowledged that the District cannot restrict access; however, it can deter access. He noted that nonresidents access the community and use the amenities.

Supervisor Davidson thought that the Dog Park had signage advising that it is an amenity for Grand Haven residents. Mr. Kloptosky indicated that there was a sign but it was broken; he believed that another sign was ordered. Mr. Suhaj questioned who would enforce the rule.

Mr. Suhaj indicated that his recommendation is to either close off access entirely or install a gate. Mr. Suhaj felt that people could still gain access through the Main Gate. Supervisor Davidson pointed out that this plan would require pedestrians to walk in the road to enter and reported that District Counsel was against making pedestrians walk in the road. Supervisor Davidson questioned whether the District can completely fence off the sidewalk. In response to Supervisor Davidson's question, Mr. Suhaj recommended installing a 5' fence.

Mr. Wrathell pointed out that the primary issue will be the access component of the publicly owned sidewalk. He stated that, from the District's perspective, there is no issue; however, the concept of pedestrians walking in the road to gain access could be problematic. Mr. Wrathell suggested that an unlocked gate on the sidewalk would give the appearance of access control and address most of the concerns.

In response to Supervisor Lawrence's question, Mr. Suhaj voiced his opinion that nonresidents are accessing the community to use the Dog Park and trails.

Mr. Wrathell reiterated that the sidewalks are public access, which cannot, in any way, be restricted. Mr. Suhaj contended that the roadway is public access that is restricted. Supervisor Davidson clarified that the roads have controlled access.

This item will be included for discussion, at the next meeting.

Supervisor Gaeta asked about the electrical aspect of installing a card swipe pedestrian access gate and whether a camera could be installed to record those entering. Mr. Kloptosky indicated that the power source is in place and anything can be accommodated.

A resident noted that whatever is done at the Main Gate should be done at the other gates.

Supervisor Davidson agreed that modifying pedestrian access at the Main Gate could lead to requests to do so at the other gates. He questioned if the Board should spend hundreds of thousands of dollars to “prevent” what crime statistics reveal are basically internal crimes. Supervisor Davidson asked if an external fence would prevent internal crime.

Supervisor Davidson noted that a meeting was held with City of Palm Coast City Council Member, Jason DeLorenzo, regarding permit issues with the Building Services Department.

Mr. Suhaj voiced his opinion that the gates are a critical deterrent to unauthorized people accessing the community. He stated that the gates on the east side of Grand Haven are single arm but the gates on the west side are metal and do not close faster but they do close sooner. Mr. Suhaj discussed how long the gates remain open and questioned if the gates should be “sped up”, as much as possible.

Sergeant Lutz noted that if the gates are open too long, it allows vehicles to piggyback; however, if the gates close so quickly that vehicles begin to get hit and damaged by them, the District opens itself to liability issues.

Supervisor Davidson indicated that the mechanics of the pros and cons of swing arm and up/down gates will be discussed at the next meeting.

Regarding the Waterfront Park fence issue, Supervisor Davidson stated that, during the meeting, Councilman DeLorenzo was willing to ask the City Council to consider sharing the cost of a fence extending from the monument sign to the bank in the north section. Supervisor Davidson noted that it must be a high fence, which may be very expensive.

Supervisor Lawrence recalled that City Manager Jim Landon is opposed to installing a fence in that location and he would likely lobby the City Council to reject it.

Sergeant Lutz commented that a handful of the crimes might be related to people entering from Waterside Park but not a substantial number. He noted the ineffectiveness of a partial fence and stated that it should be all or nothing.

Supervisor Davidson indicated that discussion of a pedestrian fence in Wild Oaks, including a legal opinion, and whether to approach the City regarding installation of a fence at

Waterside Park, the call box system and the possibility and cost of adding an extra guard at the Main Gate will be included as discussion items at the next meeting.

Supervisor Davidson advised that the Sheriff will attend the next meeting to discuss security and safety in Grand Haven.

B. Projected Fiscal Year 2015 Landscape Budget [Louise Leister, Horticultural Consultant]

Ms. Leister distributed copies of a PowerPoint presentation.

Ms. Leister indicated that her projected budget is a mixture of what was completed in Fiscal Year 2014 and how it relates to Fiscal Year 2015. She reported that irrigation was upgraded to help control costs and provide greater efficiency with water delivery to the landscaping. Ms. Leister indicated that the Main Street and Front Street Parks were upgraded to drips and bubblers, where new landscaping will be installed, meaning the area where the new Central Park pavers will be installed. Ms. Leister stated that modification of spray heads and high impact irrigation and routers will continue in certain areas to target landscape and avoid watering vines.

Ms. Leister reviewed the Fiscal Year 2015 landscaping plans:

- Replace dead landscaping along Waterside Parkway to help deaden traffic noise, block headlights and clean up natural areas
- Plant in open areas, such as the corner of Jasmine and Egret, and other areas
- Continue treating specialty palms with extra fertilizer, insecticide and fungicide to maintain the health of the palms

Ms. Leister indicated that the tree budget will remain the same for Fiscal Year 2015, without adding anything else. She spoke of the need to continue to maintain and manage the District's aging tree population, and remove lost trees.

*****Supervisor Gaeta left the workshop at approximately 11:33 a.m.*****

Ms. Leister advised of needed tree maintenance, including the oak trees along the Parkway, on interior roads and Wild Oaks, which has a very large but old tree population that requires heavy duty upkeep. She stated that the tree budget includes:

- Wind and storm cleanup costs
- Esplanade tree removal for old trees that have sustained wind damage
- Removal of redbay diseased trees, as they die
- Removal of hazardous and dead trees throughout the community

- Streetlight and road sign maintenance

Ms. Leister noted that the District has lost several large pine trees, which are costly to remove but must be removed because of the danger, especially entering hurricane season. She stated that those trees are monitored and removed at the first sign of a problem.

Ms. Leister reported that vines killed or damaged a large number of trees. Once Florida Forest Services (FFS) cleared the areas, it was possible to remove numerous trees.

Regarding the Esplanade area, Ms. Leister indicated that it has a large vine issue, much of which is monitored by St. Johns River Water Management District (SJRWMD). She attempted to obtain a permit to spray in that area but SJRWMD would not approve it; therefore, manual removal will be necessary.

Ms. Leister indicated that non state Firewise vine removal will commence in September, in areas that FFS could not clear or areas with no homes. Firewise mowing will occur on September 5, 17, 24 and 26; the work will be performed by a private contractor utilizing the same type of mowers that FFS used; the contractor will also have a four-man crew picking vines and larger dead limbs from trees, along with pruning or cleaning inside the remaining trees and removing dangerous trees.

In response to Supervisor Lawrence's question, Ms. Leister advised that the cost is \$3,000 per day. Supervisor Lawrence estimated that the work completed by FFS saved the District \$300,000.

Ms. Leister recapped the vine removal costs of \$19,577, including the planned September vine removal work. She discussed the timing of the work, noting that the work is later than she would have liked because they were waiting for FFS to complete their work. Ms. Leister asked for the unspent Fiscal Year 2014 vine removal budget funds to carry over into Fiscal Year 2015 so that the work can continue; she would not be spending more money, simply using the Fiscal Year 2014 money that there was not time enough to use.

Ms. Leister stated that she wants to ensure that the current landscaping is not consumed by vines from the natural areas, such as Waterside Parkway, from Flamingo to Pelican, Puffin to Shinnecock, Deerfield to Southlake, Egret by the new landscaping, across from the tennis courts, the corner of Southlake to Pine Harbor, Eastlake to Southlake and several other areas.

Ms. Leister advised that, once mowing is completed, there will be open areas exposing homes. She requested approval to plant conifers in those areas, within a week or two after clearing, which will shade the homes from noise and provide some privacy.

Ms. Leister noted dead landscaping in the park in Wild Oaks and stated that mulch replacement, maintenance of large dangerous trees along the walking trails, the addition of shell to the walking trails and general cleanup of dead landscaping in the Wild Oaks community must occur. Regarding The Crossings, Ms. Leister indicated that there would be vine removal at the entrance, replacement of plants in open areas, replacement of jasmine with basic sod and replanting old and dead landscaping and shrubs.

Ms. Leister stated that \$14,000 should remain in the reserve for a flower rotation, in case an additional flower rotation is necessary; \$14,400 should be budgeted for street tree pruning of the oaks and \$50,000 for separate landscaping not covered in other categories.

Regarding the Fiscal Year 2014 budget, Ms. Leister summarized that, to date, \$7,577.50 was spent for vine removal in areas that FFS would not address; after September, the total cost should be \$19,577.50, which is under the \$25,000 budget. She stated that, related to the \$50,000 budget, costs were below budget by \$30,422.50, which is the amount that she would like to have carried over to Fiscal Year 2015. Ms. Leister noted that \$1,440 of the \$2,000 tree pruning budget was spent. For landscaping, \$6,799 of the \$25,000 budget was spent. She explained that landscaping in Central Park will be \$11,450 and, through September, the total costs will be \$18,333, still being \$6,661 under budget. Ms. Leister stated that \$34,400 for vine removal should be carried over.

Ms. Leister presented the following figures for the Fiscal Year 2015 budget:

- \$14,400 Oak trees
- \$50,000 Vine removal
- \$25,000 Landscape rejuvenation

Supervisor Davidson asked if a motion is necessary to carry over funds, as requested by Ms. Leister. In response to Mr. Wrathell’s question, Supervisor Lawrence indicated that the funds requested to be carried over were part of the Fiscal Year 2014 Capital Improvement Plan (CIP). Mr. Wrathell advised that those carryover funds could be added to the Fiscal Year 2015 CIP, which would increase the “Infrastructure reinvestment” budgeted expenses and reflect that the increase is being funded using “Fund balance”.

Supervisor Lawrence stated that the Fiscal Year 2015 CIP budget includes \$50,000 for vines and \$25,000 for landscaping; he asked Ms. Leister if she is requesting the carryover funds, in addition to the amount already budgeted. Ms. Leister replied no; she included the amount and wants a total of \$50,000 for vine removal in Fiscal Year 2015. Supervisor Lawrence indicated

that the budget already contains \$50,000 and suggested that, rather than carrying the funds over, the unused funds could be left in reserve and utilized if necessary.

Supervisor Davidson asked if the extra flower rotation was included in the CIP. Supervisor Lawrence advised that those funds should be in the “Contingency”, where they have always been. Supervisor Lawrence stated that the Board should review the “Contingency” line item because, from the operations side, nothing was put into it.

C. Flower Rotation [Louise Leister, Horticultural Consultant]

Ms. Leister indicated that she receives comments regarding the flowers and tries to vary the colors. She noted that the flowers are “contract grown”, which means that the suggested flowers must be contracted to be grown several months in advance. Ms. Leister explained the factors that can impact the flower types, colors and plants that are available. She discussed various flower selection and color schemes previously used in Grand Haven and noted that a mixed flower scheme requires more rotations.

Ms. Leister stated that it was mentioned that the Board might want to have input regarding the flowers. Supervisor Davidson explained that, at times, Ms. Leister was subjected to resident abuse from those that did not like the chosen flower scheme or had issues with it. For that reason and to take the burden off of Ms. Leister, Supervisor Davidson suggested that she provide the Board with at least two flower options, for approval, so that complaints can be directed to the Board, not Ms. Leister. Ms. Leister confirmed that she will provide the Board with photographs and her plan, when it is time to order flowers for the flower rotations.

D. Vine Control [Louise Leister, Horticultural Consultant]

This item was discussed during Item 3.B.

Ms. Leister announced the completion of the Central Park project, including a walkway extending from Front Street to the Esplanade. She stated that, with that project, comes rejuvenation of Central Park to remove dead, diseased and old landscaping. She noted that Austin Outdoor provides landscaping design work on these projects at no cost, which is a great service to the District. Ms. Leister presented before photographs and after design renderings of the Central Park rejuvenation project. She stated that plants are being purchased and work will commence soon.

E. Inspections of Plantings on Utility Easements [Louise Leister, Horticultural Consultant]

Supervisor Davidson indicated that he would like Ms. Leister to commence inspections of plantings on utility easements beginning in the fall; she will be paid on an hourly basis. He noted that Ms. Leister will inspect the access to each easement, which easements have pipes under them, what is growing on the easement and whether it is a threat to the pipes.

Supervisor Davidson recalled a discussion with Code Enforcement regarding development of pond banks that were in disrepair; the City was going to fine the CDD for removal of trees and other vegetation that the City would not normally have permitted on the banks. He stressed that the District must remind the Architectural Design Committee that, if there will be work on the pond banks, Ms. Leister should review it first and work with the builder to determine what can be removed and what should remain and complete a follow-up inspection, once the work is completed, to avoid the District being held responsible for the builder's work. The Board agreed to this process.

▪ **Proposal Opening: Landscape Maintenance Services**

******This item, previously Item 6.C., was presented out of order.******

Ms. Leister indicated that the request for proposals (RFPs) will be opened and she will review each RFP.

In response to a question, Mr. Wrathell advised that the RFP is qualification and price based. He recalled that pricing is part of the ranking criteria, which is based on a point system, previously established by the Board. Mr. Wrathell stated that, in addition to pricing, the criteria included experience and other qualities and criteria.

Ms. Leister stressed the importance of reviewing the details in each RFP, as there could be hidden costs.

Mr. Wrathell indicated that a copy of each RFP will be distributed to the Supervisors, Ms. Leister and Management. He confirmed that all respondents participated in the mandatory site visit.

Supervisor Lawrence asked when the contract will be awarded. Mr. Wrathell suggested that the Board consider the RFPs and award the contract at the next meeting, unless more information is necessary or the Board requests more time to review them. Ms. Leister indicated that she will provide a recommendation, once she completes her review of the RFPs.

******Supervisor Gaeta rejoined the workshop, via telephone, at 12:16 p.m.******

Mr. Wrathell announced, for the record, that RFPs were received from Austin Outdoor, Affordable Lawn and Landscaping, Inc., OneSource Landscape and Golf Services, An ABM Company, and ValleyCrest Landscape Companies.

Mr. Wrathell indicated that Ms. Leister can prepare a written recommendation that could be forwarded to Management for dissemination to the Board or she can speak at the next meeting. He advised that the ranking form will be emailed to the Board today, for reference purposes while reviewing the RFPs.

In response to Supervisor Lawrence’s request, Ms. Leister confirmed that she will provide her written recommendation prior to the next meeting.

Mr. Kloptosky advised that he has the sign in sheet from the mandatory site visit and all respondents were represented.

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

******The workshop reconvened at 12:35 p.m.******

Mr. Wrathell indicated that Supervisors Davidson, Chiodo, Lawrence and Smith were present, in person. Supervisor Gaeta was attending via telephone.

FOURTH ORDER OF BUSINESS

UPDATES: Amenity Manager

• Ping Pong Use Policy

Mr. Kevin Horan, indicated that he and Mr. Ross will discuss normal wear and tear versus abuse of the ping pong tables and report their findings and recommendations for a policy.

Supervisor Lawrence questioned if one more table would be purchased and the exiting tables refurbished. Mr. Horan stated that at least one or two tables should be purchased; he will discuss it with Mr. Ross. Mr. Kloptosky recalled discussion regarding purchasing two tables of lesser quality to be used by the beginner ping pong players and allowing only professional players to use the better table. Mr. Kloptosky explained that a monitoring policy is needed, such as a sign in, sign out procedure. Regarding cleaning or refurbishing the existing tables, Mr. Horan indicated that he is awaiting a recommendation from the manufacturer regarding how to clean them.

• Presentation: Sharing the Success

Mr. Fagen indicated that the theme of “Sharing the Success” will focus on financial success. He recapped that the presentation, in February, centered on the value that AMG

provides to Grand Haven, including peace-of-mind, maximum enjoyment of lifestyle and the right balance between quality service and price.

Mr. Montagna recalled that, after being awarded the opportunity to continue as the District's Amenity Manager, AMG offered to help offset their management fee increase in Fiscal Year 2015, by sharing potential profits generated by operation of the Café. He noted the Café is in much better shape than ever before; the remodel was amazing. Mr. Montagna stated that Mr. Ross and his staff continue to grow and build on the success of the Café, through various operational and changes. He discussed the partnership between Grand Haven and Vesta and pointed out that they are on target to generate more profits and profit sharing revenue by year-end. Mr. Montagna announced that the current profit sharing model will ensure no increases in the amenity management fee. He explained that the amenity management fee is being returned to the District by ways of generating profits through the Café; the fee increase for Fiscal Year 2015 could be fully offset by increases in the Café's revenue. Mr. Montagna referred to the Café's profit and loss figures, from January through June 30, and noted that, if the trend continues, the Café could have a \$70,000 profit for the year, which is amazing, considering that the Café has operated at a loss, every previous year, requiring AMG to subsidize the Café from its amenity management contract. He stressed that this success is due to the residents who continue to be involved and support the Café.

In response to Supervisor Lawrence's question, Mr. Montagna confirmed that, if the Café realizes a \$70,000 profit, the District will receive \$35,000.

Supervisor Smith noted that staff is "doing something right" because running a food and beverage operation to a limited market, on a volume of \$450,000 annually, and be profitable, is not easy.

▪ **LED Streetlight Change Out**

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

Mr. Hughes, of Eco Energy Holdings LLC (Eco) presented a proposal for \$114,668 to convert 489 streetlight lamps to long-term use LED. He stated the LED lights carry a five-year guarantee; however, the lifespan should be 11½ years. Mr. Hughes indicated that, if a light goes out after the five-year guarantee, Eco will obtain the best price for the District and the District can install the new light using its truck lift.

Supervisor Lawrence asked if the LED light brightness is equivalent to the current lights. Mr. Hughes replied affirmatively, stating that the LED lights are brighter and use less electricity.

Mr. Hughes noted that the wattage of the District's current lights varies from 100 to 250. Supervisor Lawrence noted that more light might not be an advantage, in certain areas, as residents complain about light shining through their windows, and asked if it is an appreciable increase in light. Mr. Hughes advised that residents will not know the difference; it is not appreciable but it is a better light and is what the District should install because the old bulbs can only be purchased on the black market.

Mr. Hughes explained that Eco designs the lights and has them shipped, which is why they offer the warranty. He estimated a savings, in the first five months, of \$244,685, by way of decreasing the District's electric bill. Mr. Hughes provided the Board with details of the savings, what the energy totals should be and the amount of time it takes staff to replace the LED lights.

Supervisor Lawrence asked if these are custom made lights for Eco. Mr. Hughes replied affirmatively. Supervisor Lawrence questioned how long Eco has been in business. Mr. Hughes indicated four-and-a-half years. Supervisor Lawrence questioned what the District would do about replacing the bulbs, if Eco went out of business. Mr. Hughes explained that Eco has a better bulb made than what the District could buy; however, the District could purchase standard replacement bulbs. Supervisor Lawrence stated that he would be more comfortable if the District could obtain the design specifications of the bulb, in the event Eco goes out of business. Mr. Hughes stated that Eco could provide the information.

Supervisor Davidson asked what type of bulbs the District currently uses. Mr. Kloptosky was unsure. Supervisor Davidson questioned the spectrum or color of light the LED lights produce and whether it will be the same as the current lights. Mr. Hughes stated that the LED lights will not change the color of light cast, although the color can be changed and samples could be provided for the Board to consider.

Mr. Kloptosky asked if various lights could be tested in different areas to determine the appearance of the lighting. Mr. Hughes indicated that the lights can be placed wherever the Board wants; it is a matter of the bulb size, based on the community. Mr. Kloptosky asked for local communities where Eco installed LED lights. Mr. Hughes advised that there are no local communities but they were installed in large communities in Stuart and Delray Beach. Mr. Kloptosky stated that he did not receive a copy of the proposal; therefore, he has many questions and would like references from other communities. Mr. Hughes noted that installation was completed in a 5,400 unit community in St. Petersburg and a 7,200 unit community which is .

Mr. Kloptosky stressed that he wants to discuss this with communities that already converted to LED lights.

Supervisor Chiodo asked Mr. Kloptosky for an estimate of the number of current streetlights that must be replaced, each year, and the cost. Mr. Kloptosky stated that he did not have the information with him but he can research it and provide it at another meeting. Supervisor Chiodo pointed out that he is asking because he does not believe that the bulb and labor costs are factored into the potential savings figures. Supervisor Lawrence noted that the District had to replace the ballasts. Mr. Hughes advised that the LED lights do not have a ballast; the reason installation costs are higher is because the ballasts must be removed and the poles rewired.

Supervisor Gaeta asked if some streetlights would require larger bulbs because of the quantity of trees. Mr. Kloptosky felt that it would not be necessary. Mr. Hughes stated that he is swapping the current lights for the same or slightly higher wattages. Supervisor Gaeta recalled the 11½-year lifespan and surmised that the District would have a recurring expense every 11½ years. Mr. Hughes replied affirmatively but pointed out that, in the interim, the District would have no expense; furthermore, the electricity savings, during the first year, should be about \$48,000. Supervisor Gaeta asked if the LED lights will fit the existing globes. Mr. Hughes replied affirmatively.

Mr. Wrathell noted that the District's budgeted street lighting electricity bill amount is \$49,000 and asked how much savings the District can expect. Mr. Hughes clarified that the energy and maintenance savings would be about \$48,000 per year. Mr. Hughes discussed how the savings figure was estimated. Mr. Wrathell indicated that the District budgeted \$20,000 for maintenance but has only spent \$5,600, through March. Supervisor Lawrence asked if the maintenance figure includes replacing bulbs and ballasts. Mr. Kloptosky believed that the figure does not include staff time but includes the bulbs and ballasts. Supervisor Lawrence summarized that the District's annual streetlight costs are approximately \$58,000. Supervisor Smith asked Mr. Kloptosky to provide more information on the various costs and potential savings.

Supervisor Lawrence asked Mr. Hughes if the anticipated electric expense could be higher. Mr. Hughes acknowledged that it could be higher if FPL raises their fees; however, if they increase rates, it would still impact the District's electric expense.

Mr. Wrathell asked if it would be correct to assume that, with LED lights, the annual power usage would be approximately one-third of the current cost. Mr. Hughes replied

affirmatively. Supervisor Lawrence summarized that the current \$48,000 electricity expense will be reduced to about \$10,000, which is a savings of nearly 80%. Supervisor Chiodo pointed out that the projected savings includes maintenance and electricity; there would be essentially no maintenance costs incurred with LED lights.

Supervisor Davidson asked if staff can easily replace an LED light. Mr. Hughes replied affirmatively. Mr. Kloptosky asked if the bulbs must be purchased through Eco or can the District purchase LED replacement bulbs anywhere. Mr. Hughes stated that LED bulbs can be purchased anywhere but the question is how long they will last; Eco is giving the District a guarantee. Mr. Kloptosky asked for a breakdown of the cost of the bulbs, by wattage. Supervisor Davidson indicated that the Board wants to have an idea of how many replacement bulbs to keep in inventory. Mr. Hughes advised that, if a bulb goes out, Eco will have a new bulb delivered overnight, for the first five years. Supervisor Davidson asked how resistant LED lights are to spikes in the electrical currents. Mr. Hughes indicated that Eco cannot guarantee, in the event of a lightning strike. Supervisor Lawrence asked if an FPL power surge could cause the lights to go out. Mr. Hughes replied that it should not and asked if the District currently experiences a lot of power surges. Mr. Kloptosky stated that power surges generally affect electronics, not the streetlights. Mr. Hughes pointed out that the streetlights are grounded.

Supervisor Davidson asked if FPL offers a rebate or incentive for converting to LED lights and whether Eco is receiving an incentive from FPL. Mr. Hughes stated that Eco is not receiving an incentive from FPL. Mr. Hughes explained that the District has an opportunity to apply for a rebate if it changes interior lights to LED. Supervisor Davidson noted that, in the photograph, it appears that the LED light contains a filament; however, his presumption is that LED lights do not have a filament. Mr. Hughes advised that LED lights do not contain a filament.

Supervisor Davidson asked where LED lights are produced. Mr. Hughes indicated that they are produced in China; Eco visits China twice per year to have their products built and to ensure that their product is good. Mr. Hughes noted that China is planning to manufacture in the U.S.; however, that manufacturer builds an inferior product.

Supervisor Lawrence felt that the District should rapidly proceed with the conversion.

Mr. Hughes indicated that, once a deposit is received, it would take about four weeks to commence installation and two weeks for completion.

- **Fiscal Year 2015 Proposed Budget**

*****This item, previously Item 6.D., was presented out of order.*****

Mr. Wrathell indicated that he does not anticipate any additional changes. He explained that Mr. Woodville and Mr. Kloptosky are working with the aquatic contractor to coordinate the scope of work and obtain a single proposal for the entire scope, versus having addenda for several projects, which would be easier to track. Mr. Wrathell noted that the landscape maintenance contract just went out to bid, which could impact the budget.

Regarding Parcel K, Mr. Wrathell advised that, between now and the budget public hearing, the Board can make a determination regarding reducing the four units and adjusting the budget, accordingly.

Mr. Wrathell asked Supervisor Lawrence if all of the items requested by Ms. Leister are already in the CIP. Supervisor Lawrence indicated that \$75,000 is included in the CIP and \$14,400 is already in the budget. The only item that must be added is a \$14,000 contingency for a flower rotation.

Mr. Wrathell recommended creating a “third flower rotation” line item, under the landscaping expenses. He advised that, if the flower rotation is added, the O&M assessment will increase; however, he could add it but use excess fund balance to cover the expense. Mr. Wrathell noted that the third flower rotation will likely be a consideration each year; therefore, it might be best to include it in the Fiscal Year 2015 budget, which would increase the O&M assessments by approximately \$7, per unit. In response to Supervisor Davidson’s question, Mr. Wrathell confirmed that the grossed up assessment amount accounts for the loss of the four parcel units. Mr. Wrathell reiterated his recommendation to add the \$14,000 line item to the budget and the amount in the 197 Letters.

Discussion ensued regarding when the District will receive revenues from Vesta/AMG, for profits at the café.

*****Supervisor Gaeta left the meeting at 1.24 p.m.*****

FIFTH ORDER OF BUSINESS

UPDATES: Field/Operations Manager

Mr. Kloptosky distributed a copy of the July 23 email that was sent to Councilman Jason DeLorenzo regarding the issues that the District is experiencing with regard to obtaining a permit for the Marlin Drive pump house project. He indicated he and others met, on Friday, with Councilman DeLorenzo. Councilman DeLorenzo advised that the permit is stalled due to zoning issues. Mr. Kloptosky reviewed a slide of the pump house parcels and explained that the

entrance portion parcel is zoned for right-of-way (ROW) usage and the other parcel, where the pump house is located, is zoned for drainage. He reported that permitting is being delayed because the City believes that no permit was obtained for construction of the original pump house. The current building has an encroachment where the corner of the pump house is on the parcel line; therefore, the building does not meet the proper setback requirements.

Mr. Kloptosky noted that Councilman DeLorenzo brought up the possibility of merging the parcels but the District must research that approach. He pointed out to Councilman DeLorenzo that this is not a new situation and the Planning and Zoning Division assisted on this type of issue when the sheds were being installed and when the Marlin Drive fence area was expanded; in both instances, the District was allowed to place items in the ROW. Mr. Kloptosky advised that Councilman DeLorenzo will speak to Mr. Ray Tyner, Palm Coast City Planner, and try to resolve the issues.

Supervisor Davidson stated that he reminded Councilman DeLorenzo that Grand Haven has at least 3,000 voters and that the permit delay is potentially putting all of the golfers, croquet players, etc., in jeopardy. He suggested to Councilman DeLorenzo that a liaison between the District and the Building Services Department be designated to streamline the permit process. A meeting with Mr. Tyner will be held to try to resolve the issue of constant delays that the District encounters. Mr. Kloptosky voiced his opinion that, if the issue is not permanently resolved, the District will continue experiencing delays.

Regarding merging the parcels, Supervisor Lawrence recalled that, when Arcadis was the District Engineer, the Board was advised that it would cost \$5,000 to merge the properties.

Mr. Kloptosky indicated that the pickleball court permit request is stalled because no one in the Building Department knows what a pickleball court is. He explained what it is to Councilman DeLorenzo and a City Engineer. Mr. Kloptosky noted that the City emailed pages of zoning questions to Nidy Sports Construction Company, Inc., the contractor that is trying to secure the permit for the pickleball courts. He advised that he asked Mr. Tyner what the questions have to do with what the District is requesting; the matter remains pending.

Regarding the Community Information Guide, Mr. Kloptosky indicated that the check was released to the publisher. The guide is being published and he will advise when they arrive and are ready for distribution.

Mr. Kloptosky advised that a new projector was installed in the Grand Haven Room.

- **Maintenance Policy: Sidewalk Mold Issue For Hazardous and Liability Reasons**

This item was not discussed.

SIXTH ORDER OF BUSINESS

DISCUSSION ITEM

A. Establishment of Policies

- **CDD Access Easements**

Mr. Kloptosky reviewed a landscape plan that was submitted, which includes three Sabal Palm trees and a driveway extension that would encroach into the 30' easement. He noted that the City did not approve the plan and the request was withdrawn. A new plan was submitted to the City.

Mr. Tom Byrne, Architectural Design Committee (ADC) Chair, advised that the ADC approved the revised plan yesterday.

Mr. Kloptosky discussed existing access issues with this home, which are not related to the landscape request.

Supervisor Davidson reviewed an excerpt from the CC&Rs and pointed out that everything on that property was probably installed without the District's permission. He explained that he and Ms. Leister will inspect the easements.

Mr. Byrne noted that the ADC and Ms. Leister have a relationship. Ms. Leister inspects properties and advises the ADC of what can be approved and what should not be approved.

Mr. Kloptosky stated that Ms. Leister received a copy of the landscaping plan but not the boundary survey; therefore, she does not know where the easements are located. He suggested that Ms. Leister be provided with both the survey and the landscaping plan.

- **GADs for Contractors Who Own Property in Grand Haven**

Supervisor Davidson questioned how many gate access devices (GADs) could be issued to contractors who own property in Grand Haven. Mr. Kloptosky stated that the CDD Office has limited contractors to four GADs, regardless of how many properties they own.

Mr. Kloptosky reported that 50 GADs were issued to builders and vendors, 31 to builders and 19 to vendors. He assured the Board that those GADs are monitored and can be deactivated at any time.

Supervisor Davidson indicated that this item can be removed from future agendas.

B. Establishment of Amenity Rules

- **Fishing Policy on Piers**

Supervisor Davidson asked if the Fishing Policy should be amended to state that fishing is not allowed on Grand Haven piers.

Mr. Kloptosky recalled that fish cleaning stations and water cannot be placed on the piers. He felt that the Board should consider implementing a no fishing policy because the piers are being abused by residents cutting bait and not cleaning up after themselves.

Supervisor Lawrence noted that a fish cleaning station and sink are prohibited but a water supply line with a spigot could be installed. Mr. Kloptosky indicated that he was told otherwise by the City; the City does not allow water or a sink on a pier. Supervisor Smith recalled that docking facilities have a water supply so that boats can be washed and recommended that this issue be investigated further. Supervisor Davidson stressed that the District wants to see written evidence from the City.

- **Usage of Clubhouse Pier for Events**
 - **No Stiletto Heels**

Mr. Kloptosky stated that he already received feedback on the potential policy prohibiting stiletto heels on the pier. He proposed creating a release of liability and payment of a fee to have the pier covered with plywood and carpet, for the event.

Supervisor Davidson felt that stiletto heels should be prohibited, as they create a liability issue. He noted that the rules and policies regarding this pier were removed when the District discovered that it did not own the pier; now that the District owns it, those rules and policies must be added back to the Amenity Rules. Supervisor Davidson recalled Mr. Clark's recommendation to specifically exclude stiletto heels and that the rule references SJRWMD or Florida Inland Navigation District (FIND) requirements, which mandate spacing the planks to create a gap. He discussed the option of installing a temporary floor on the pier during events.

Supervisor Davidson indicated that this matter will be discussed at a future meeting, when Mr. Clark is in attendance. Supervisor Lawrence felt that the fishing and stiletto heels policies should be determined, prior to the grand opening.

C. Proposal Opening: Landscape Maintenance Services

This item occurred after the Third Order of Business.

D. Fiscal Year 2015 Proposed Budget

This item was discussed after the Fourth Order of Business.

E. Update Capital Plan [TL]

Supervisor Lawrence indicated that the last version of the CIP omitted \$75,000 for landscape repairs, which was added to the newest version. He stated that the estimated costs are his best estimate. Supervisor Lawrence noted that the total of both columns is \$718,000. He found it worrisome that Fiscal Year 2015 has not commenced and the District only has \$60,502 of unidentified capital remaining; he hoped it would be more. Supervisor Lawrence noted that, if the LED light project proceeds, the \$114,000 needed is not in the CIP and questioned if that project could be funded from the District's reserves.

Mr. Wrathell recalled the funds received in the LandMar settlement and stated that the budget could be amended, later, to add the LED light project.

Supervisor Lawrence indicated that the CIP budgets for installation of a parking lot at The Village Center. He recommended that Mr. Ross track when the parking lots are full and collect data regarding parking lot usage.

Supervisor Chiodo stated that, if the Parcel K transaction occurs, the District will need funds to build a park on the property.

Supervisor Davidson noted that the contractor being considered for the croquet court resurfacing project is refusing to warranty the work, on the basis that maintenance is essential, of which the contractor would have no control. He questioned if it is reasonable to spend \$30,000 on a growing surface with no warranty.

Mr. Kloptosky stated that the original agreement with MasterTurf has fallen apart. He sees no way to move forward with this project, if the contractor will not warranty the work. Mr. Kloptosky noted that the CIP budgeted \$31,880 but the cost will likely be about \$36,000. He obtained another quote from a contractor who will guarantee the sod for 12 months and will sign the District's contract; he will present the proposal for consideration at the next meeting.

Supervisor Lawrence pointed out that the Fiscal Year 2015 CIP budgeted funds are related to building a new croquet court; the resurfacing project was in the Fiscal Year 2014 CIP. He discussed the benefit of spending more to receive a warranty on the sod. Supervisors Davidson, Chiodo and Smith concurred.

F. Renewal: Disaster Debris Removal/Monitoring Contracts

******This item, previously Item 6.G., was presented out of order.******

Mr. Wrathell recalled that, at the last meeting, the Board approved renewal of the contracts. Mr. Woodville is researching the monitoring aspect. Mr. Wrathell explained that the City approved extension of two of the six contractor's contracts, which included the debris

removal contractor; however, Mr. Woodville must confirm if the monitoring contractor was one of the two approved. Mr. Woodville advised that the City is in the process of approving all six contractors.

G. CDD Candidate Night: October 15, 2014 at 7:00 P.M. (Moderator: Tom Byrne)

****This item, previously Item 6.H., was presented out of order.****

- **Set Agenda**

Supervisor Davidson indicated that the CDD Candidate Night involves only the contested seat and will be held regardless of whether the other candidate appears. He noted that someone must contact the other candidate to advise him of the CDD Candidate Night.

Supervisor Lawrence recommended that Mr. Byrne contact the other candidate. Supervisor Davidson asked if Management's office should contact the candidate. Mr. Wrathell suggested that Mr. Byrne contact the candidate and Mr. Byrne agreed.

Supervisor Lawrence reviewed the CDD Candidate Night process during the last election; each candidate was given ten minutes to speak and there was no question and answer portion. Mr. Byrne indicated that he introduced each candidate. Discussion ensued regarding which candidate should speak first. Supervisor Smith asked what happens after each candidate speaks. Supervisor Lawrence recalled that, at the last CDD Candidates Night, each candidate had a table for residents to meet and speak with them.

H. State of the District Presentation (during September 4 Public Hearing [SD/RW])

****This item, previously Item 6.F., was presented out of order.****

Mr. Woodville indicated that information was assembled and presented to the Board for review. He noted that Mr. Kloptosky is preparing a 15-minute presentation.

In response to Supervisor Davidson's question, Mr. Kloptosky confirmed that a PowerPoint presentation of the capital projects is being prepared.

Mr. Woodville noted that Mr. Ross and Mr. Deary will speak for about five minutes regarding amenity activities in the District. Supervisor Davidson indicated that the comparable analysis of various CDDs and their proposed budgets will not be included in the agenda but will be available for distribution to the Board and audience, if needed.

I. Update: Firewise Mitigation [SD]

Supervisor Davidson indicated that the luncheon was very nice. Awards will be presented to the Firewise Crew at the next meeting. He noted that the Firewise Crew Chief asked if there was anything else that they can do for the District. Supervisor Davidson advised

him that the road, in The Crossings, is beginning to become overgrown; the Firewise Crew will clear it.

SEVENTH ORDER OF BUSINESS

UPDATES: District Manager

- **UPCOMING MEETING/WORKSHOP DATES**

- **BOARD OF SUPERVISORS MEETING**

- **August 21, 2014 at 9:30 A.M.**
- **September 4, 2014, at 3:00 P.M. Regular Meeting**
- **September 4, 2014 at 5:00 P.M. (Public Hearing)**

Mr. Wrathell indicated that the next meetings will be on August 21 and September 4, 2014 at 9:30 a.m., and 3:00 p.m., respectively. The budget public hearing will commence at 5:00 p.m., during the September 4 meeting.

- **COMMUNITY WORKSHOP**

- **September 18, 2014 at 10:00 A.M.**

Mr. Wrathell advised that the next workshop will be on September 18, 2014 at 10:00 a.m. Supervisor Smith advised that he will attend the August 21 meeting via telephone.

EIGHTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

Supervisor Lawrence voiced his opinion that the Board could hold fewer workshops; he asked the Board to consider holding workshops every other month, beginning with not holding a workshop in October.

Supervisor Davidson stated that eliminating some of the workshops could delay the Board from making decisions, since the Board would be unable to discuss matters between meetings. He felt that workshops cannot be eliminated until all important issues are resolved, such as the Marlin Drive Pump House project, the croquet courts, etc.

Supervisor Lawrence pointed out that the workshops could be advertised but only held if necessary.

Mr. Wrathell indicated that the District can advertise meeting and workshop schedules and, if a workshop is not necessary, it can be easily cancelled.

Supervisor Davidson voiced his opinion that things always arise that need attention and, if the Board did not hold monthly workshops, they would not be able to discuss any matters until the meeting. He felt that it would be difficult to make a quick decision, during a regular meeting.

Supervisor Lawrence noted that items that are purely informational can be emailed to the Board Members. The only limitation would be that the Board could not correspond or talk with each other about the information.

Mr. Wrathell confirmed that information can be emailed to the Board advising them that a particular item might be a discussion item at the next meeting.

Supervisor Smith suggested adding “Will There Be A Workshop”, as a standing item at the end of each meeting agenda. Supervisor Davidson questioned what should happen if something arises in the intervening two weeks. Mr. Wrathell indicated that he could, as part of his District Manager’s report, ask the Board if they wish to hold the next scheduled workshop. Supervisor Davidson expressed his opinion that the Board has been able to make timely decisions because it discussed items at workshops and asked if the Chair would be required to make decisions that the entire Board would have previously been able to discuss. Mr. Wrathell explained that, in other Districts, if an issue arose, he would discuss it with the Chair and Board Members, the necessary action would take place and the Board could ratify the action at the next meeting.

Supervisor Lawrence pointed out that the Board could determine that it does not need a workshop but not “officially” cancel it until the day before. Supervisor Davidson noted that, in this scenario, there would be no agenda. Mr. Wrathell indicated that Management could quickly create an agenda the day before; additionally, the decision must be early enough in the day for him to make travel arrangements.

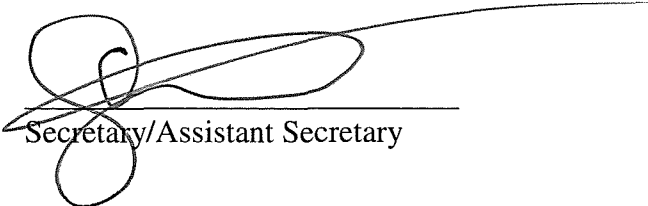
The Board commended Supervisor Chiodo for negotiating the deal with Mr. Cullis.

NINTH ORDER OF BUSINESS

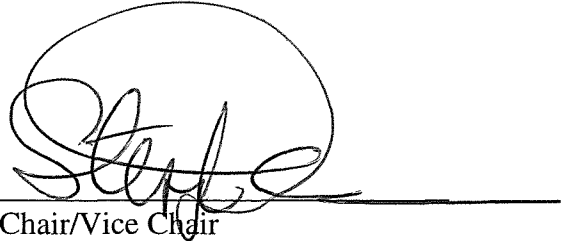
ADJOURNMENT

There being nothing further to discuss, the workshop adjourned.

On MOTION by Supervisor Chiodo and seconded by Supervisor Smith, the workshop adjourned at 1:24 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair