

MINUTES OF MEETING
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, June 10, 2019 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel
Jay Soriano	GMS Community Manager
Bruno Perez	VerdeGo
Jason Rodriguez	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 4:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There were no members of the audience in attendance.

THIRD ORDER OF BUSINESS

Public Hearing on Suspension of Resident Privileges

Mr. Walters stated there was significant discussion at the last meeting. We have procedures in place that call for a public hearing and my point at the last meeting is we need to provide that notice and then take the formal action at this meeting. The letters did go out to the residents informing them that the board would make a final decision at this meeting. I think Jay has talked to a few of them and at the end of the day I don't think we need to rehash everything that has happened. I think that's been clearly stated on the record. This was merely an avenue to take the formal action. We can note for the record there are no members of the audience here, or of the aggrieved parties if you will, so it will just be up to the board to discuss amongst yourselves and come to a final decision.

Mr. Horton stated I think we stick with what we agreed to at the last meeting, a one-year suspension.

Ms. Nelsen stated yes, so do we need to make another motion on that?

Mr. Walters stated yes once the board is ready we will make a motion and then we will provide a letter stating what the board decided at this meeting.

Mr. Soriano stated I did speak to Mr. Stuart who was here and let him know of this and I also told him he could show up to every meeting as they do have that ability and ask for whatever. I haven't seen the other parents but I have talked to all of the kids and I even talked to them about whether they would want to do volunteer time with me to prove themselves and that adds a little more weight if they come down the road and say it's been months, can we get our card turned on so they understand this whole thing.

Mr. Lanier stated you said they understood it. Were they contrite and did they admit maybe things didn't go down the way they portrayed it?

Mr. Soriano stated realistically Mr. Hicks, the worst one, actually apologized for his words and actions and said it was the wrong way to act and mentioned it wasn't fair to talk to me like that. The others I believe were kind of following suit after him. He was the only one to come and apologize. After the last meeting when we voted on it I saw them and they all came and asked me what happened at that meeting and that's where the rest of them apologized so they may not be completely understanding but yes, they did apologize. I explained to them what we talked about, that it might be helpful for their case in the future. Whether they actually help out or not that's different.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor the one-year suspension to remain in effect for the affected homeowners was approved.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the May 13, 2019 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are 99% collected on your assessment receipt schedule. The check register totals \$110,299.96.

Mr. Horton stated on page three, the landscape maintenance shows a \$19,981 jump. Is that stuff that was left over from the last company?

Mr. Soriano stated yes we had to pay for those extra costs to make repairs to the irrigation.

Mr. Horton asked so it's really not costing the district anything, it's just rolled over money from not paying the last company?

Mr. Soriano stated we haven't paid the last company at all. They still have had no communication. I don't think they will be able to argue much with us.

Mr. Horton stated on page three the aquatics and fitness manager / staff jumped up almost \$6,500. I know you're changing it a little bit but it seems like it should be right on schedule.

Mr. Soriano stated it should be and I have to figure that out because that is the line we are actually combining with the GMS employees, Becky and Susie, so that line will actually go away and get combined with the onsite management fee.

Mr. Horton asked so something needs to be adjusted there?

Mr. Soriano stated yes we will figure that out.

Mr. Horton stated on page seven the pool attendant we have them being paid through November, December, January and February. We don't have anybody out there during that time do we? Why would we show any costs for that time period?

Mr. Soriano stated that's not really pool attendants. If you remember Vesta had different lines for staffing so if you look down at our staffing under exercise facility all those months we have zero. That's because the district staff falls under just one line so when we absorbed those employees I just paid them out of one pot, I didn't break it up and pay the front desk and lifeguards and supervisors out of their line. That's what the district pays for their hourly staffing each month, \$7,434 and it will actually go up as we go along to our average summer months to around \$14,000. I may change "pool attendants to" "district staffing" and this line under the exercise facility is just going to fall away.

Mr. Horton stated what I'd like to see is just keep the staffing the way it is, you and Wanda and so on, and keep the pool people separate so we can see what we're paying to operate the pool.

Mr. Soriano stated we are. The pool attendants name is just going to change to District Staffing so that's lifeguards and front desk people at the fitness centers and supervisors are hourly people, they are not GMS people. The GMS people fall under the onsite.

Mr. Horton asked can we change it before the next meeting?

Mr. Soriano stated well this is the old budget on the tab you're looking at. We may have changed the names already on the new budget.

Mr. Lanier asked you want it to be athletic/pool?

Mr. Horton stated yeah so we can see what the pool costs us for staffing.

Mr. Soriano stated when I do payroll I do one big check that comes out to pay all of the employees so I have to actually go in and break it out for the four or five people every two weeks that sit at the front desk compared to the 25 to 30 that are actually at the pool. We just do all of their payroll and timesheets as one and it goes into the payroll system and one check goes out. That's why it's easier to make it one number.

Ms. Nelsen stated so for one line item you could give us the number of what the fitness center costs because that's pretty consistent and we could just subtract to see what is left over and that would be the pool.

Mr. Horton stated I don't think a lot of residents know how much it costs to run that pool year round. It's a lot of money. It's probably our third biggest expense after maybe landscaping.

Mr. Soriano stated I could tell you what the average month is for the exercise facility because they have a kind of set rate and there is one person at the desk for all hours and that's less than \$2,000 a month so when you see those increases to \$9,000, \$10,000, \$13,000 it's because during the summer we have more lifeguards.

Mr. Horton stated if it said pool attendant and said \$0 but then jumped up in the summer it would make sense to me and probably anybody looking at it.

Mr. Soriano stated yeah that's just the way it was on the old one. In fact your original budgets didn't have the exercise facility. That was something that was added in six or seven years ago so they only had the pool attendant line and then they added that.

Mr. Horton stated just make it simpler.

Mr. Soriano stated yes on here it just says amenity staff, which is everybody whether it's a front desk person, or whether it's a lifeguard or even I've paid people to be there to help

with snow cones and events. They get paid hourly so all that goes into one lump sum under amenity staff.

Mr. Horton stated there is an August 30th receipt and according to this Jason didn't attend the meeting but yet there's travel and a meal. Maybe I'm being nit picky.

Mr. Walters stated sometimes that happens because the receipts and everything go to that particular matter because that's where they're appropriate but sometimes that number won't show up yet because it has to go through accounting and has to be approved so it won't come up until the next month. I can pull the actual receipts; we have to save all of those.

Mr. Perry stated their bills are typically almost two months behind.

Mr. Walters stated yes we have to get to the end of the month then we have to submit the bill, then they have 30 days to pay it so sometimes it's 60 days after that has all occurred.

Mr. Horton stated I guess it would be right because it's an April 30 bill and it's for March.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor the Consent Agenda was approved.

FIFTH ORDER OF BUSINESS

Discussion of Additional Parking at Amenity Center

Mr. Soriano stated I gave you guys a colored copy of the parking lot and the thing I want to talk about first is the actual parking lot. I believe Hayward Group and Dicky Smith decided they don't have time either so for the three general contract companies that we asked this may be too small of a project for them so we still have our proposals that were given to us by the subcontractors. That just means we will be doing all of the work when it comes to submitting the permits and things like that. It's really not that hard it's just extra time but we can build in extra costs to fund other things. For instance, I want to change some of the berm and I want to take out one of the large pine trees, which would give us two more parking spots, but I want to make sure with Peter that the original idea was to do hourly billing for plan and CAD work. As long as he can do that though I think we will be fine and I will do the work with all of the subcontractors. If we want to continue to move forward we will just add money onto that \$56,000 that we got from Duval Asphalt, who was actually the best, and we will just build in some extra money. Before you guys get to that I wanted to talk about some of these other

plans we had talked about in the last couple of meetings. Those three yellow sections on here are spaces I've measured out in this foot print here for a storage building so we talked last time about the cost to use the storage facility up on Argyle would be a good amount so if we want to go ahead and purchase our own in the long run it may be worth it. If we're doing all this work here we can add this in and use part of our reserve money. We have plenty of money in there. I talked about a couple of different options so I wanted to bring you pictures. The first page is what I would refer to as pole buildings. These are steel-trussed buildings that are just sheet metal on steel frames so these come pre-engineered and it's a giant kit depending on the size that you want. I was looking at the 24'x24'x10'. The cost of this building is \$8,600 so it's rather cheap. There will be a few extra dollars added in there to pour our own pad that it would bolt to and then there is labor time, whether I contract out some laborers or I use our own onsite people, which is generally cheaper but I only have so many maintenance guys and this is a bigger project. That is a cheap solution to the storage and it gives us plenty of it. The back few pages are a little more complete. These are called pre-cast so these are concrete buildings that come in already built. They're shipped in on a truck just like those portables would be for the school, except they're concrete. It would be the same thing where we would need a small slab to sit on. It's not a foundation, they have their own foundation but we would still need extra costs for things like electric and utilities that we would run out to there. This one on the back is a very nice building and would blend in with anything we have. That's actually two parts. I do have to get pricing on them. I was given verbal quotes for what we're looking at putting on semis and they were anywhere from \$20,000 to \$30,000 so you're talking three times more with that VersaTube building. I don't mind the VersaTube but I have concerns when it comes to wind storms, however with as cheap as it is and it still being covered by insurance at the most we might lose some sheet metal. These buildings are rated for 85 mph winds and the pre-cast buildings are rated for 165 mph so they can handle anything. The VersaTube kind of seems like a temporary type thing but they look good. So those are a couple of options that would all sit in that same footprint of those three spots. The reason I had three spots laid out there is those are areas where I'd have to remove less trees. The area at the back of the tennis courts by the middle yellow spot to me would be the best because we wouldn't have to remove any trees. Since we're doing that with the work on the parking lot there I'll have equipment that can level that ground. Right now it's set up with two large drains under

that parking lot so it angles down but we wouldn't really have to move any trees or do any extra work. That also gives us a path to drive out and put carts in there. The other two spots there are a lot of trees in the area. The one on the right side of the tennis courts when you're looking at your diagram there I have a dotted green line. We had mentioned before about a golf cart. That would be a perfect spot and I could move the fencing from the basketball court. That red line is 365 linear feet of eight foot fencing. I could move that 8 foot fence to the other side of the building. It's an area that we have problems with right now where people try to sneak in. In fact I had a complaint last week from someone that went out to use the tennis courts and they were complaining that the bottom of the fence had been pulled up. We've seen it here for years where they pulled it up to sneak onto the basketball courts and they're starting to do that there now so that they can get in on the tennis court. The lady was complaining that her ball was rolling under there. That would cut out that issue of sneaking in on the backside. We would then take that fencing on the basketball court and make it a ten-foot fence. Right now our tennis courts have a ten-foot fence. We could with this one project get the dog park, storage building and a parking lot expansion all at one time. I'm hoping to keep the costs pretty low but I'd like to see the decision between the pre-cast and the engineered metal building.

Mr. Horton stated I think the concrete building is going to blend in with everything else.

Ms. Nelsen stated I agree. We've taken such a big step to keep the aesthetic so consistent and similar.

Mr. Horton stated the last building in there would look fantastic.

Ms. Nelsen stated it does. We could match paint colors and all that kind of stuff.

Mr. Soriano stated with that, the fencing for the things like the basketball court and the dog park are not a problem. We had to do a lot of fence work when we extended this out here and we removed the eight-foot on the tennis court and moved to ten-foot as part of the storm damage that we had a couple of years ago. This building would be the most and then we have a \$56,000 quote for the expansion of the parking lot so if this is pretty high we're still talking about well under \$100,000. We have plenty of reserves there.

Mr. Horton stated my first thought is I don't like having a building in the corner. It just seems like it would stand out too much.

Mr. Soriano stated well it would look different when the parking lot is there but if you guys want to meet with me individually and walk that area I can show you these three spots and the trees that we would have to remove and how it would look to try to give you some visualization that way at the next meeting you guys can give me some direction. I'll get rid of the metal building idea and we will focus on that pre-cast but now it would be where do you want to put it and then I can continue to work with Duval Asphalt on the expansion so we can get a better idea on numbers.

Mr. Horton stated I guess I'm concerned with it being that far out from everything else. I'd rather have it closer; I guess where the volleyball courts are.

Ms. Nelsen asked which spot are you looking at?

Mr. Horton stated the one down on the corner.

Mr. Lanier stated yeah I'd prefer it not be right there because for people driving by it will be the first thing you will see.

Mr. Soriano stated the one to your left would be the most hidden. There's a patch of about eight pine trees we would have to remove but there are a lot of other pine trees and oak trees there so it will be hidden, however with the pre-cast we're going to have a little more issue getting it in because they have to bring in a crane to get around those trees that are already there it would be a little more cost to set it in place but it would be well hidden.

Ms. Nelsen asked and that's the location off of the basketball courts?

Mr. Soriano stated yes, right off the side there. If you guys want to look at it so we can discuss it a little better if we're set on doing the pre-cast I can bring back the challenges that we will have with each spot that may drive the cost up.

Mr. Horton asked what is the one up at the top there?

Mr. Soriano stated the only issue there is a couple of oak trees, which I would be happy to get rid of. It takes up the golf cart area but those oak trees cause a lot of problems with the fence.

Mr. Horton stated I like that position better because it's closer and we've got more traffic in the area so it deters vandals.

Mr. Soriano stated with this pre-cast building we can trench for electricity and I'll be able to add cameras on that building too.

Mr. Lanier stated that will be the first thing you see as you drive by though.

Mr. Soriano stated that one is a little more hidden, but yes you will see it right on that road side.

Mr. Horton stated that's the one I don't like. The one up here seems better.

Mr. Soriano stated yes that's to the left of the basketball court.

Mr. Horton stated even better would be where the volleyball court is.

Mr. Soriano stated I thought about that spot but I was trying to not get rid of any amenities.

Mr. Horton stated it could be moved.

Mr. Soriano stated yes it's really only a couple thousand bucks to dig and replace with new sand, it's just the work to get rid of an amenity and put it someplace else. It didn't make sense to do that but it is an open space.

Mr. Lanier stated with this new parking it might draw more people to the courts.

Mr. Soriano stated I think it would be best if you guys wanted to meet with me in the next couple of weeks to walk that area, see the trees and try to visualize what a 24-foot building would look like in there and access into for things like driving vehicles in and out.

Mr. Horton asked what's the size of it?

Mr. Soriano stated 24'x24'x10'. Realistically it's about 11 or 12-feet tall. The sides of the buildings are 10-feet high.

Mr. Horton stated the other thing is if you can put the stuff that's in your office in there.

Mr. Soriano stated there would only be certain things that I could put in there. I did finally get all of the LED lights out of there that we were putting on the tennis courts and basketball courts. Those types of things can be stored in there as long as I felt secure with the big door on it. We're not just going to put a wood door on it; it's going to be a commercial metal door. There are things that have to stay in my office like the records. This won't be climate controlled or anything like that but it will help and it will be things that I don't have to get to everyday.

Mr. Horton stated I'll come out and take a look at the spots. The one on the corner I'm just not real crazy about at all.

Ms. Nelsen stated we can probably rule out the dog park because I don't think anybody was excited about that one.

Mr. Soriano stated that can move too. We can move that fence, especially if we're going to take that basketball court up to the ten-foot fence. We're not just going to throw that eight-foot fence away, I'd prefer to use it somewhere.

Mr. Horton asked so the building is going to cost what?

Mr. Soriano stated for the pre-cast the verbal quotes were \$30,000 for what comes on the back of a flatbed. I have to find out if that's one of the looks we like and the size. You can't see it there but with the two windows on the side there is actually a seam right there so it's actually two buildings. I don't know that we need it that long though. That's more like a 40-foot long building the VersaTube buildings I gave you were two car parking garages that are 24'x24'. As long as it's something that fits more on the back of that flat bed because we have to pay for things like the delivery and the concrete slab. Electrical will change depending on where that's at and how far of the main building where we get our power. On the left side of the basketball court we have a lot more access because now we have the field house and the fitness center we can pull from so it would be a lot easier. It would just be the issue of getting it in with the crane service because we can't get the large equipment too close where these other two will be right by the road.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2019-04, Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing Date for Approval

Mr. Perry stated you have copies of the proposed budget and I will just give an overview. First, with the general fund assessment levels stay the same as they have been. We are not proposing any increase in assessments. Overall the administrative budget is flat, which it typically is from year to year. Jason is going to talk to you later about attorney's costs but even with that discussion we budget \$42,000 and we are typically below budget every year for the attorney's fees. After that is the recreation fund and what we're proposing this year is a use of carry forward surplus of about \$45,000 to keep the assessment levels the same and I will take more about that when we get to the capital reserve fund. What we've done with the expenditures is as we discuss earlier we've kind of grouped a lot of these back together to make it a little easier because a lot of the positions are dual function positions so we don't have it broken down now specifically for the rec facility but it's included in this and if we ever need

to we can go back and analyze those costs directly. In regards to administrative expense, those are up. They include a proposal for increase in onsite staffing hourly rates, and/or salary rates. In regards to common area expenses those are up also, with the biggest one being the landscaping increases as you all are well aware that we incurred going forward for this next year. In regards to the recreation facilities, if you look at the first line the staffing has gone down as far as the total dollar amounts and a lot of that is just working through the staffing parameters and the cost of help for the district during the summer and winter months. Also in regards to total expenditures they are up about \$50,000 and again, that's primarily going to be offset by that carry forward surplus. After that we have narratives and the debt service fund. The last page of the budget is your capital reserve funds. We're projecting this year to end at about \$1,150,000 and for next year if things stay where they are we would probably end at about \$1,250,000. In addition to that, when you look at the general fund cash available and we look at what our balances are projected to be at the end of this year and then what our requirements are, which is a minimum of three months working capital we would have excess funds in the general fund account of about \$75,000 and then in the recreation fund we would have excess funds available of about \$400,000 so once we close out the year we are going to propose to bring some of those dollars and beef up this capital reserve fund and/or use it for this project that is being talked about. If we didn't do anything at the end of next year you would have about \$1,700,000 and I believe the requirements based on the capital reserve study were about \$1,300,000 so the district is in very good financial shape and we are ahead of where a lot of districts are as far as having funds available to replenish and refurbish the assets that are out there. Your sister district is in about the same position but you are a little bit better. They are going through this same thing where they are looking at improvements that they can make and things that they are going to do. They're going to do the same thing with the storage facility over here.

Ms. Nelsen stated maybe a year ago we had a guy come in and looked at the life of everything, down to the pool chairs and umbrellas and what the cost would be and what year they should be replaced. Those are some of the things we have to watch for and budget for.

Mr. Soriano stated I didn't add some of those in the narrative and usually there are spots for things that I expect to replace. One of the things I didn't put on for this year but we went ahead and did ahead of time was starting the pool furniture rather than replacing it with

one big lump sum I asked to break it down. You'll see a lot of numbers in here for things we haven't done yet.

Ms. Nelsen stated some of the savings comes in the fact that we switched from ASG managing the pools to doing it onsite with Jay so now Jay is able to call and say it's thundering and lightning and there's only an hour left so we can send everybody home early and he can make the call to not open the pool that day and he's saved us a lot of money.

Mr. Soriano stated for this upcoming year I only took it down \$30,000 from last year if we have a dry summer but we may still very well be below this budget. This will be the first full budget year that we've had everybody. Last year we had started in the spring time and Vesta had charged us for some of it.

Mr. Horton asked how much did we spend on replacing the chairs?

Mr. Soriano stated it was a \$22,000 invoice and you guys paid for 40% of that. This side got more of the chairs so I broke it down by how many lounge chairs I put in each place so I think you were about \$10,000.

Mr. Horton stated somebody puts a picture of the chairs on Facebook the other about some of the chairs.

Mr. Soriano stated when I asked you guys to approve that bill for your section I mentioned we had got about 250 straps in the off season that we had to boil and stretch and I mentioned it's a lot of labor. Realistically it only takes care of about 20 or 30 chairs and that's with doing a couple straps on each chair. We have 200 and something chairs out there so even though we went around in March and started re-strapping them the ones that had too many we pulled out completely and that's what we replaced with the green canvas chairs. Here it is three months later and the remaining straps are starting to break. I try not to pull too many chairs during the summer because then people complain they don't have a place to sit. If there is one strap we cut the strap because it looks ugly but if there are two or three we have to pull that chair and re-strap that.

Mr. Horton stated instead of repairing the straps do you want to replace a few more?

Mr. Soriano stated if you want to. Like I said, we have plenty of money. It's usually something I look at doing in the offseason and that also saves me in labor time because I can put those maintenance guys on something else when they're not strapping. That \$10,000 took

care of two gazebos, got us the regular upright chairs and got us almost the full lap pool for the long lounge chairs so now it's just lounge chairs we have to replace.

Mr. Horton stated if some of the straps go bad maybe just pull them out of service and order some more.

Mr. Soriano stated we could do them in sections if you want. I do want to do too small of an order because we pay more in shipping.

Ms. Nelsen asked that wouldn't affect budget line items right?

Mr. Perry stated no.

Ms. Nelsen stated let's do the budget line item things. I brought that up to explain to Andre why the reserve money is in there and why that dollar amount is so big. I have friends in other districts a couple of years ago that it was ugly. They were shutting down facilities and stuff so it makes me really happy to have that three months of operating expenses in there.

Mr. Horton asked what's a rough estimate in replacing the rest of the strap chairs?

Mr. Soriano stated it would be under \$15,000. I can't imagine it would be much more than we've already done unless we want to get into the rental area. The rental areas have a few upright chairs but those are in good shape because they don't get used much.

Ms. Nelsen asked but we don't need to add a line item for that? It will come out of an existing line?

Mr. Perry stated no.

Mr. Horton stated why don't you do an inspection for the ones that have some broken straps and then next March we can replace the rest of them.

Mr. Soriano stated when we get to my report we will talk about that.

Ms. Nelsen stated are there any more questions on the budget? I guess we need to approve the resolution.

Mr. Perry stated yes, resolution 2019-04. You're going to be approving this budget before you and then on August 12th at 6:00 it will come back before you and will be updated with actual numbers through that time and we will probably have some adjustments to the budget but nothing major because we're not proposing to decrease assessments, nor are we increasing them.

Mr. Horton asked can we go through just roughly what we projected for 2019 and 2020 and what the big jumps in there were? For example, common area maintenance went from \$23,500 to \$43,500, which is almost double.

Mr. Soriano stated that's probably more being behind on billing. Our contract is for the hourly RMS people.

Ms. Nelsen stated but the adopted budget for 2019 is \$43,564 so he's actually under it.

Mr. Soriano stated a lot of times with those projections she will just take the bills we have so far and multiply it out by six months but if we're behind then she's lost some months there.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor resolution 2019-04, approving the proposed budget and setting a public hearing date for August 12, 2019 at 6:00 p.m. at the Plantation Oaks Amenity Center was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel – Consideration of Fee Agreement

Mr. Walters stated I put a letter in front of you. In short, it's been several years since we've adjusted any of our rates. Our fee agreements generally provide that we can do so without board approval but I always like to bring it back to the board so that there's never any surprise or questions on that. You can see in the second paragraph that is the proposed hourly rate adjustment, \$15 and if you spread that out over the four or five year period it's about 1.5% per year so we're kind of looking for a cost of living type of adjustment, not a big speculative jump. Maybe it would be smarter if I did it every year for a few dollars and then it feels different but at the end of the day it's probably better for the district because then there's no change for several years.

Mr. Horton asked what range or percentage are you looking at?

Mr. Walters stated it's a \$15 increase over four years so on an annual basis it's about 1.5% or 1.6% percent I should say.

Mr. Horton asked does that go along with the inflation rate?

Mr. Walters stated I think 1.6% is probably lower than inflation but it's what I thought was a fair adjustment after four years of a flat rate. I supposed I could build in a percentage and

then not have to do it every year and maybe we should look at that but I just felt like that was a pretty modest increase. As Jim said, we're not looking for a budget adjustment. As we always do we will try to keep our overall costs low so to the extent we can spend less time then the overall bills are smaller, it's just the hourly rate component.

Mr. Horton asked you charge for the meetings, travel time and stuff like that. The times you don't actually travel here so we still get charged for travel time?

Mr. Walters stated we have a flat meeting fee and that's somewhat of a historical fee and I'm happy to go to a completely hourly rate but it generally works out better on the flat rate because it's not just the meeting time and travel, it's the agenda calls that we do as a complete staff, it's going through all of the materials, it's going back through prior notes and minutes and so forth and all of that preparation time so when you add that all up you win some and lose some but it probably equals out or is a little bit better for the district and the thing I still think is a benefit to the district on some level is it also helps on budgeting because you know what it is. I truly think it saves money, but again, I'm willing to gamble on that and go to a flat hourly rate on anything; that's up to the board.

Ms. Nelsen stated I'm comfortable with it. This is how we've always done it and I know that Jason or anybody at the firm any time I've ever called they're always available to answer the calls or call us back to answer any questions we have.

Mr. Horton asked is it still the best way to do it?

Ms. Nelsen asked you do a monthly fee for most CDDs, right?

Mr. Walters stated for several and that's the other thing I'll say is a lot of my time goes under that flat fee anyway so it's not even going to be affected by this so that won't change. The prep time, the travel time, the attendance time and all that is not going to change because that goes under a separate number. If we've got a contractor that's going to put in material and I'm going to prepare an agreement that is separate.

Mr. Horton asked so you've got a flat fee and you've got this adjustable fee?

Mr. Walters stated right. Anything related to the meetings: my travel time here, my attendance here, the calls we do, everything related to that goes under the flat fee and that's what I think works out better that way and then contract preparation, public records request, or when the county wants to deal with something in the right of way, anything outside of just the meeting preparation or attendance is the hourly fee.

On MOTION by Ms. Nelsen seconded by Mr. Lanier with all in favor Hopping, Green & Sams fee agreement was approved.

Ms. Nelsen asked do you remember the credits for the impact fees?

Mr. Walters stated it's funny you bring that up but I got a couple of questions about that a few days ago so I need to go back and review all that because if you'll remember part of that was any builder that was still building could come and ask for those credits. I don't think anyone has and to the extent we don't have that allotment we're going to need for future development, and I believe the county put a moratorium on those so my gut tells me that there may be an avenue there and my gut tells me there is a flood of them so we may get into one of those weird bidding things but I can certainly take a look at that agreement.

Ms. Nelsen stated I know the other thing we had briefly mentioned and I don't know if was really an option or not, was a credit to go ahead and get us on the road re-pavement. Can it bump us up on the priority list?

Mr. Walters stated that I think would take more than these credits but we can certainly keep that in mind as well.

Ms. Nelsen asked didn't we talk about something like that with some kind of improvements?

Mr. Perry stated I don't remember that.

Ms. Nelsen stated I know there's a boatload of those impact fees out there.

Mr. Perry stated there is. It's going to be very difficult for us to compete with some of the other entities that have them because of their relationship with the builders and so forth.

Ms. Nelsen stated it might be that we just sit on them. There's no advantage to us doing anything any time soon, right?

Mr. Perry stated right.

B. District Engineer

There being none, the next item followed.

C. District Manager

There being none, the next item followed.

D. Operations Manager - Report

Mr. Soriano stated we had a couple of our events. The last one on your side was the out of school party. It was extremely hot that day so there were well over 100 people taking part in the activities, not just floating in the pool. We also had that party here at your sister district at the same time. They have had two of their three home swim meets here for the swim team. There are a good amount of members of the swim team from your sister but everything is done here at this pool and they're almost finished. Our upcoming event is the dive in at your facility on the 20th. I'm trying to plan those events during the middle of the week to cut down on the issue of overcrowding that we already have at both pools. If you remember we had a camp out that was rained out last year and we had paid for the license and fee for Hotel Transylvania and we get one year to show it, so that's what we're showing for this.

We are on a full schedule now for the summer. If you see the total facility usage, that 5,003 people had checked in last month and I want to point out that is for May and if you remember we were still on a limited schedule of being open every other day so that is a high number if you look at the last two years. I'm sure a lot of that had to do with the fact that it was 100 plus degrees for a lot of those days in May. I wanted to mention the last three weekends in May we were at or near capacity. They're always busier here than you guys are but you also have about 100 spaces less than they do since you're a smaller facility, which means you get closer to capacity a lot quicker than they do. For Memorial Day weekend we had right around 350 people on that deck and about 450 here. Your capacity in the water is only 202 people so you have a lot more people on the decks than we can fit in our pool but we know most of the time the adults don't always get in the pool so we don't close down unless we really think we're going to hit that number so what I do is have the guards count who is in the water in front of them. At the highest point we had about 110 people in the water and people were getting in and out while they're counting so I usually give plus or minus 15 people but that's still not quite at capacity but because of the amount of people on the pool deck at any point during those three weekends we could have had to stop people at the gate and ask them to wait so we are having more of an issue this summer than we had last summer. I think that's going to even out now. I think it had more to do with the fact that it was 100 plus degrees. Once we get to that July 4th weekend everything from then on is downhill because everybody is doing their summer vacations before school starts in August and the swim team is done here.

Ms. Nelsen stated I'm not sure but that may stop people from complaining about the double punch.

Mr. Soriano stated that was the biggest complaint I got. I was here for Memorial Day weekend and I sat there at the front desk with them and I dealt with a couple people that were angry. All of April we enforced the double card punch, however these were people that were coming for the first time this year so they hadn't realized it yet. They don't pay attention to my emails or read policies or anything like that so they were kind of shocked. The double term kind of throws them off. Even when I explained that it's only \$1 more than what it was in the past they still didn't quite get it. It was \$5 before and now it's \$3 so it's only \$1 more when you double it. However, it was easy to turn around and point to what was at the pool and explain this is what we're trying to stop and almost everyone complaining was bringing in four or five guests or more and we had to explain you can't bring more than five anyway. It is kind of tough but that's what we're trying to deter. I think it's going to take probably after next summer for people to get used to it because this is the only policy that's really changed in the last 15 summers.

We've started clearing green space and we have a little more clearing to do out there in your corner lot and hopefully this month we will start to put down forms for the sidewalk so you'll see that drawing for the S-curve sidewalk and if we can get that in by the next meeting I will be happy to report it to you and after that we can start working on irrigation and planting before the next summer.

Mr. Horton asked you've cleared out the dirt?

Mr. Soriano stated a little bit. They've cleared out a lot of the weeds and underbrush. We still have some clearing to do so that was just the first cut through.

Mr. Perez stated the turf blocking pavers are ordered and they're four to six weeks out.

Mr. Soriano stated the sidewalk should be an easier and quicker project.

Mr. Horton asked what about the gel coat on the slides?

Mr. Soriano stated I was originally hoping to get that done before Memorial Day weekend but we had the 100-degree weather so I didn't want to shut down the slides. Then I thought maybe we will just hold off and do it at the end of the summer and then a week ago or so we had a guard going down and doing slide tests to check for any damage or anything like that and one of them had his foot sliced open so I did have to go in there and see if I could do

patching on the slide that was temporary so I could open up that weekend but then I went ahead and made plans last week to shut it down so I could start the coating so if you've been out there you'll notice the first couple coats of white were on it. The biggest thing that slowed me down was that rain that came through. I'm hoping we will finish up today and tomorrow and then we will start to sand it out so we should be open by this weekend.

Mr. Horton asked what caused him to slice his foot open?

Mr. Soriano stated the gel coat creates a hard plastic so when it separates apart it can create like a razor blade cut so if you're going down it at 25 mph in bare skin and you hit it just right. They're not real big holes but when they pop up they have a sharp edge to them. Normally the kids will come to us and tell us they felt something and they'll have scratches on their back so that's where I try to send the lifeguards down more often. I'm hoping we should be able to get everything done this week. This weekend we actually have the enclosed slide pop off a chunk too. I knew it was coming to the end of it's life and that's why I had talked to you guys about resurfacing but I was really hoping if we didn't get it done it time we could make it through the summer without a lot of shut downs for patch work.

Mr. Horton asked you did the one over here first. Is that working out pretty good?

Mr. Soriano stated yes kids are flying off the end of it so it's working out pretty well. We're not done with all three of them but we should be under that \$7,000, which is what we asked for in a not to exceed for each slide, which is still really low when compared to quotes that you get for slides that are like \$20,000 to \$30,000 so we saved a lot by doing it this way.

Ms. Nelsen let's address the chairs.

Mr. Soriano stated I can make a report. The biggest problem is I can report this chair has one strap and two weeks later another strap someplace else is going to break because we only replace a couple straps on each chairs so that they will hold. Some of those straps are 13 or 14 years old.

Ms. Nelsen asked what percentage of chairs need to be replaced?

Mr. Soriano stated it's a little bit more than half.

Mr. Horton asked how much do you think it would be to replace the rest of them?

Mr. Soriano stated if we spent about \$11,000 already it's going to be \$12,000 or \$13,000. I gave you that numbers \$15,000 earlier and with \$15,000 we would be able to handle everything.

Mr. Horton stated why don't we just replace them all and get it over with.

Mr. Soriano stated it will take a couple weeks to get them in if you guys want to give the not to exceed. It's already built into the reserves for pool furniture. What I always get is this side always gets this, etc. They have a lot more so they've only done about a quarter of their chairs so when I do all of yours in one summer that's what I'm going to get but I'm good if you want to spend the money and it's one less thing for me to worry about in the next few off seasons.

Mr. Horton stated I think let's do it. You're right, they're breaking and you can't really keep up with it.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor replacement chairs for the pool at an amount not to exceed \$15,000 was approved.

EIGHTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Supervisors' Requests

Mr. Horton stated this is for the landscape guys. On the good side you guys have been going around and picking up all the limbs and stacking them by the road but they stay out there for longer than I think they should be out there. I think you cut some trees down around the rec center on the other side and we've got kids running around and I think somebody went to throw some of them in the pond and they floated off into the corner by the signs. I just happened to notice it one day going by there so my recommendation is to pick up those branches as soon as you can. I know you have a huge truck, I've seen it out a few times.

Mr. Perez stated we will do a better job getting around to them.

Mr. Horton stated I went down the pools the day they had the school's out party and there was a very large group of juveniles around the field house and later on they became a problem and Jay had to call the Sheriff's office. I didn't see the actual confrontation and Jay went out there to try to see who they were and see if they had any passes and of course he got the language and everything else so he called the Sheriff's department but it took them a long time to get out there. I think it was an hour and 15 minutes by the time the deputy said he got the call. Ironically before that they were in Forest Hammock where they had 30 people in their pool doing the same thing and they weren't supposed to be there and didn't have a key to get

in. Kids don't understand that it's a family facility and the attitude language just doesn't quite fit in. I don't know why understand that.

Ms. Nelsen stated I think we did talk about Jay is going to in the next few community letters he is going to put out that you need to have your card if you're on district property just to remind everyone.

Mr. Soriano stated I did get a chance to talk to one of the moms of the one boy we were able to trespass so out of the 40 or 50 kids that were there I was able to catch one. For the rest of them it did take an hour and 15 minutes for the officer to get there so they were gone by then. He did stick around so I did have him trespassed and mom came up to talk to me a little bit later but she was a little more understanding and he didn't deny cussing at me. I think when she first came up she felt it may have been racially motivated and I think once she saw me that changed a little bit. I guess her godson is Hispanic so they thought I was pointing out one of them and then she saw me and realized that was not the case but she said they may have felt like that and I did talk to him about that. There are rules there and I took her out to the sign that says you must have your card on you when you are on property or you may be asked to leave. She understood when it was all done and I told her she could always come and plead her case too.

Mr. Horton stated I was there and I saw the tail end of it. One of them to me was definitely the take-charge type. With the guy that you trespassed I could tell from 30-feet away that he had an attitude. Anyway, the Sheriff's had a meeting last Thursday over at Eagle Landing and I try to go as many times as I can and I brought this up and brought up the incident in February where one of the staff members was threatened. It turned out later on that the guy that attacked the deputy with the knife was the same guy. It took them two hours to get there when she called and that's the type of guy that we're talking about so I was trying to impress upon them that if they call because there is somebody there that is causing problems it could be serious and that one could have been serious and it took them an hour and 15 minutes to show up. The chief of patrol was there and I talked to him and I told him something needs to be done and he said we're trying to get more deputies. I guess the bottom line is I'm trying to impress upon the Sheriff's department that when we call and say we have a problem somebody needs to show up. The chief also mentioned that the Sheriff's department has been working on a thing called E-Connect and it's where they tap into our cameras and they are building a

command center there and if we say we have a problem they can tap into our cameras and see it, which might give us a better response time if we can let them do that.

Mr. Soriano stated this is a newer version. Before I've actually given them personal access where I've created a user name and password but the IT department in Green Cove has to actually go into our DVRs. This is their new version where they can access everybody through the same platform.

Mr. Horton stated I got the impression it's not fully up and running but I told him we have cameras and I would look into that to see if we could do that. If we have a problem at the basketball court and there are a lot of people out there that are running amok and they can tap into that camera and see it we might get a better response time. I don't have a problem with them tapping in.

Mr. Soriano stated we've already given them access to what we have here. We can start adding more areas that are really problematic.

Mr. Horton stated I guess for us to be proactive on this maybe give the Sheriff's department a call and ask what it would take for us to allow them access to tap in when we need them to.

Ms. Nelsen stated you know I'm a huge advocate for spring break and the first week or two of summer to beef up with anybody that we can get from off-duty that will work the extra hours.

Mr. Soriano stated I actually requested last week and this week. I knew they were going to be busy everywhere so that was part of the problem.

Mr. Horton stated and I can understand that. Still, I tried to impress upon the deputies that were there that if they could beat these little things down and he mentioned if he can fix the little problems then the big problems will solve themselves so the Sheriff's department is on board they just don't have enough people right now. I wanted to mention that I brought it up and if you get a chance to go to a meeting they're having them over at Eagle Landing now.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting

Mr. Perry stated the next scheduled meeting is July 8, 2019 at 4:00 p.m.


TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman