

**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, January 10, 2022 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
Chad Davis	Vice Chairman
Scott Thomas	Supervisor
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Operations Manager
Chalon Suchsland	VerdeGo
Crys Grizzle	S3 Security

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 4:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the December 13, 2021 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Ms. Giles stated included in your agenda package are the minutes of the last meeting, the financial statements as of November 30<sup>th</sup>, your assessment receipts schedule showing you are 94% collected, and the check register totaling \$246,839.84.

On MOTION by Mr. Horton seconded by Vice Chairman Davis with all in favor the Consent Agenda was approved.
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**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2022-01,  
Adopting Revised Prompt Payment Policies**

Ms. Giles stated Mike has gone over this a couple of times with us. It's in the agenda packet for your approval.

Mr. Eckert stated I'm happy to speak to it, but the purpose of the update is just incorporating the new provisions of Florida law.

On MOTION by Chairperson Nelsen seconded by Mr. Horton with all in favor Resolution 2022-021, adopting revised prompt payment policies was approved.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

Mr. Eckert stated your sister district voted to refinance their bonds and that bond closing will be on Thursday, so if you hear in the community that the CDD has refinanced its bonds, that relates to Middle Village.

**B. District Engineer – Consideration of Work Authorization for Preparation of a Stormwater Needs Analysis Report**

Mr. Eckert stated I'm going to handle the item listed for the District Engineer's report. It's a work authorization for preparation of a stormwater needs analysis report. If you recall, I provided the Board with a memo on the new law adopted by the Florida legislature that requires every local government prepare a 20-year needs analysis for its stormwater management system. The purpose is to make sure that somebody is monitoring it and maintaining it, and also that you're accounting for any expansions or replacements that are going to be needed. The genesis of this is how do we improve the water quality in Florida. It also relates to wastewater systems, which this District does not have. The County operates that within our boundaries. This work authorization is from your District Engineer to do the work on an hourly basis. I would recommend an hourly basis rather than a flat fee just because nobody has done these yet and there is a template the State of Florida has issued that all the engineers can work from, so that should help reduce the cost. An hourly rate from our perspective makes the most sense. As we move forward and do the updates for this, then I

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would say a flat fee would make sense because everybody would know how long that is going to take.

Vice Chairman Davis stated I had a question about the 5% sub-consultant fee.

Mr. Eckert stated that should be consistent with what is in our engineering contract, but I can confirm that to make sure it's nothing new. It can be approved subject to me confirming that 5% is authorized.

On MOTION by Vice Chairman Davis seconded by Chairperson Nelsen with all in favor the work authorization for preparation of a stormwater needs analysis report was approved subject to staff confirming the 5% sub-consultant fee is allowed by the existing engineering agreement.

**C. District Manager**

There being nothing to report, the next item followed.

**D. Operations Manager - Memorandum**

Mr. Soriano stated we made it through our holidays and the next event will be the Polar Plunge that is held at your pools. We typically do that the last week of January or beginning of February based on temperature. We have a request from the resident who does the vendor fair. We approved it a couple of years back but then it was canceled because we shut down everything. She's been doing the vendor fair over here and we did approve an Easter event, but like I said everything shut down, so she hasn't done one yet on your side. She is asking to move forward with a spring event on April 9<sup>th</sup>. She is going to have an Easter egg hunt and a couple of other things such as a chili cook off and things like that. We don't do much with the event. She sets it up just like the expo. They just want to be able to use the back parking lot on the soccer side at your facility.

Mr. Lanier asked is soccer still going on at that point?

Mr. Soriano responded it usually is and both soccer and I-9 originally worked with her when we were going to do that. They liked working with the expo. I always thought it was hard because I don't think any of them realize how much of a parking issue that causes, and we ask them to help out with it. The old expo coordinator would hire extra Sheriff's officers and then she had volunteers helping in the parking lot and that's what I would expect her to do too. As

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part of our request when we approved it last time, the idea is it would be much smaller. It shouldn't be the 200+ vendors that the expo had because it led to more problems than it was worth, and she agreed to that also. Unless there are any concerns, I'll let her know we can do that based on the fact that we approved it before.

There were no objections from the Board.

Mr. Soriano stated every year around this time I bring out the tentative event schedule for the year. There are movies on the green pretty much every month once the weather warms up. As we open the pools in May we have the summer dive-in movies and then we have our neighborhood favorites, such as the Pumpkin Plunge. We are bringing back the Halloween party this year. We said a few years ago we would do this every two or three years because it is more expensive, but everybody loves it and 500+ people come out, but that time would have been during the shutdown, so it's been a few years since we've had this party. I put that on there with the Pumpkin Plunge this year. My only concern really is the Christmas event. Our Santa Claus canceled on us this year due to health and safety concerns. He has promised me he will feel better about next year so he has set us up to take payment and reserve the date, so we've put it on there, but I'm cautious about putting it out there to the public that we're going to have Cocoa with Claus. That is an event held here at your sister district. Just for planning purposes we listed all of the movies on there, but I won't put that out to the public just because until we take care of paying for the license fees we never know when that is going to change, and we have to make sure there will be a license when we're showing those movies out there.

All the pools including the heated pool are closed. Your sister district voted to step that back to where we're not heating that pool for twelve months when there turns out to be two to five people at the most, so they are closed down for the next two months. We reopen in March. The heater will stay on, but it goes low, and we just leave the covers on. Sometimes that brings out complainers that want to come out on the seventy- or eighty-degree day. It's really not worth it for either one of our budgets to do that. We do have the ability to do the swim at your own risk at your pool. Your pool gets a little warmer when we have those days because it's so shallow, so I throw that out there when we have those hard core swimmers and they want to get those laps in.

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Our rentals are ticking up, but yours are not doing as well as I've mentioned before. I think the biggest events people are booking for right now are weddings. When it comes to the smaller family get togethers, we're just not seeing a lot of that yet.

Moving on to the operations side, I have a few things for you guys. The first is discussion of pickleball. I'm surprised there are not any pickleball people here. We talked about going through costs. Getting people to come out and walk through with me to give me an official quote was tough because of the holidays, but I did talk to quite a few vendors. These were all the vendors that did the bids last time for our courts, so they know the set up and they still have all their old paperwork. Welch Tennis was the one that got the bid to do our resurfacing six years ago. They all gave me estimates based on what they remembered from being out here just to do the retro work on it. You have a packet in front of you. The top page is a scope that I gave them. It encompasses taking two tennis courts and making small repairs because we have some root damage here and there and a few cracks from drying issues. We will work on repairing that, self-leveling to take care of the cracks and then the surface paint, which is the sand acrylic paint that goes on top. Two tennis courts will come out and six pickleball courts will go in. I also have on the back page how we broke the cost down. The different companies came in between \$15,000 and \$25,000. Welch was still one of the lower ones so I will probably be looking at them. The \$25,000 was high with the expectation that they would be doing a lot of crack work. That was the one issues that most people had with giving the estimate over the phone or by email. They can't see all of the tree roots that have popped up since they were here last. They are not planning on doing any of the fence work, so I have a separate verbal from T Fenceman, who is our normal contracted fence company and that is at \$7,800 right now to take out all the fencing there. If you remember, we have that fencing that comes in and Vs and it surrounds each individual tennis court. We have to take the V patterns out and flatten out the backside and frontside of that fencing. Then it will look like that last diagram I have there of the six courts. There is also surface work needed. Only of the Vs has surface in there right now. The rest is grass, so we have to have the asphalt company come out and put asphalt in a small corner in each one of those V areas. That may sound like a lot, but the problem is trying to get it level with what is out there now, so they gave us a higher quote. I am hoping it will be less than that. It's six small areas. Then there are also our supplies and permanent poles. There will be six sets of poles. The six pickleball courts will be in the

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middle. They will still have four temporary courts on the side, so that will give them 10 courts total. If it is building, they believe they will be able to put on tournaments, which will bring in revenue like tennis does here at your sister district. The costs all together run from \$32,400 for the low bid to \$42,400 on the higher end. This is without taking anything out. I talked to the pickleball program about taking out some of that labor and having them help me do the work such as ripping out the fencing. T Fenceman agreed to remove that labor at a savings of \$2,000 at the most. That's a good amount of money. It's the same way with Welch. If their subcontractor comes out and does the painting if I can get them agree to letting us do the sub-base, which is green over the whole court and then they come in and line and change the colors for the playing court that may save us some money there. Pickleball is not going to be able to pay us for it right now, it may be a few years before they can chip anything in, but if they really want this I think they need to agree to put in some of that work and every single one of them has said they would so I'm looking to bring those costs farther down, but for now we're stuck between the \$32,000 and \$42,000 to retrofit these courts into the tennis court area.

Mr. Thomas asked and that would leave two regular tennis courts?

Mr. Soriano responded they will have the overlayed pickleball courts that are there right now. So far, the tennis people don't complain about the pickleball courts; it's the other way around. I do understand it's a bit confusing.

Mr. Horton asked are the six courts we're putting in the standard size for pickleball courts?

Mr. Soriano responded they are standard size courts, but it's the space in between that is the issue. There is a diagram that puts four courts on the front and back so you can fit eight courts inside of that area when you flatten it out. That becomes a little tough, but it's still within regulation for USA Pickleball standards. I can tell you right now we if try that they will do nothing but complain. I think the six is about as tight as we can get it. Pickleball did ask if we could bring those fences out a little bit because they play pretty hard, and they already feel the fences are a little close. I told them that's hard because on one side I have oak trees and I can't go back any farther. That is the best I think we can do and that's a good amount of money we didn't plan on spending. We have to do our normal resurfacing after so many years, but we weren't going to spend \$30,000 on anything like that.

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Vice Chairman Davis stated we have to prepare for the next group that comes and wants a \$35,000 upgrade to the workout facility.

Mr. Thomas stated let me read something to the Board really quick. I asked them to pull some numbers together. They're averaging between 100 to 150 players per week and some of these are obviously repeaters.

Vice Chairman Davis stated I saw eight guests today when I drove by yesterday morning.

Mr. Thomas stated Jim estimates with the tournament fees and stuff like that about \$1,000 per quarter, so they could slowly start paying back into whatever, similar to the usage fees for soccer and stuff. He says if he's able to continue in the role he will use the usage for weekly clinics and private and small group lessons and free lessons on Saturday mornings at 9:00 for Oakleaf residents. If there is a tournament, we could come up with a usage fee that we could charge instead of charging everybody individually if we move forward with this.

Mr. Soriano stated right now there are quite a few hundred in there for guest fees that they've paid since this program has started. I'd have to go through and pull the full year to give you a total, but the last I looked it was a little over \$400 since they've been coming to us asking for this, which hasn't been quite a full year. I would forgo talking to them about doing anything special yet. Unless we're doing anything like we do for the sports organizations where they pay us a fee just to be here to be part of the pickleball program, that just becomes unfair. You'll have people asking why they can't in free for basketball using guest passes. We use guest passes at the pool. If they want to play and don't live here, we have to charge them guest fees. Once we do something like this, if we're going to spend money and they actually build up teams, then yes, by all means. If you look at all of the people we have playing tennis out here, it's a big program. Our summer program out here for the kids is packed. If he could do that, I don't know that it will happen that quick. He's very ambitious about it. I think the 100 to 150 is a little inflated. I have seen times where there are 30 to 40 out there, but if they come out three times a week but it's the same 40 people, that's not really 120. It is building though. Outside of our sports organizations, it is a big program here for Oakleaf.

Mr. Lanier asked what happens if Jim decides to call it quits.

Mr. Soriano responded that was one of the first things we talked about here when they came to us in that first meeting. Even though pickleball is a trending thing, I really think the

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reason it's large here is because of him. He puts a lot of passion behind this when he's out there with clinics and he gets really involved with people on a personal level, so they come out because of him really. If he's not here is that program going to go from 40 people or more on a weekly basis to ten? We've had those pickleball lines here for six years and it's building up now this last year. The group that came to us before when we spent extra money to put those lines on was a different group and they just didn't follow through with it. I don't know yet if somebody like him is not here whether it will build up or not. If we have a nice facility, they're going to bring in other people, it's just how fast.

Mr. Horton stated Middle Village says they don't want the courts over here right now, but it seems like there would be more space over here to put in more courts, maybe in the future. Do you think there's any possibility of that? I'd hate for us to spend money to get all this set up and then they say they have better courts over here.

Mr. Soriano stated I tried every approach I could over here because I thought it would work out well. To build brand new courts, we don't have a perfect space so a big part of that was the basketball courts, and they just weren't going to go that route. They did discuss it thoroughly. There were a couple of people that thought the idea was great especially with how much money could be saved that could go towards offsetting that cost. It's \$150,000 to build a bunch of courts. We pay for that extra security guard, so that was part of that discussion and they finally got to a point they said they are not going to do it. I think it would be years down the road because I could talk them into it again. I don't see that now.

Mr. Thomas asked so the only other option is to keep it the way that it is? You would have to change those, instead of six courts, put in four courts?

Mr. Soriano responded you're going to paint the same space either way, so it's not about the six courts. You would save in fencing costs so you could knock off a few thousand dollars if we did it that way.

Chairperson Nelsen asked how many courts do they have right now?

Mr. Soriano responded they have the four courts right now. It's set up where it's one on each half of the tennis court. You're not going to save anything on the surface work or repair work because it's the same two tennis courts. They may say they will give us a few hundred dollars off the lines because they're lining four instead of six, but the lines aren't a lot. It's the surface work on the outside just to flatten the fences out. Then you're stuck with that. You



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wouldn't want to paint those courts and go through all this work at \$25,000 if you take that fencing work off because you're going to have to repaint all over again.

Mr. Horton stated I think the six courts is a good idea right now. As far as moving the fence line, I don't think that's a problem because if I read correctly on pickleball, there's about five different classes of players and if you're a class five player you're going to slam the ball like you're playing tennis. I'm not sure we're going to have that same quality player out here; I think we're looking at more recreational players than anything else. It's only money.

Mr. Thomas stated you're still talking \$30,000 though.

Mr. Soriano stated yes, I still need between \$30,000 and \$40,000. If we can hold on to this and move on to another item where I need money from you and then I can explain how you guys are sitting with some of this other stuff. The next item is playground replacement. If you recall, in 2019 we started discussing a plan to replace our playground structures. Most of them are getting pretty old. They were installed 18 years ago and they're starting to rust through. Some of them are having issues where I have to go out and fix things because of safety concerns. Most of it is cosmetic with the rust everywhere. A lot of the parts are not the same 18 years later so I can't interchange some of the things. The biggest problem is the floor panels are not the same size or connection. I can't move a four-inch bar that's already concreted in the ground to fit the panel that they have now, so I'm stuck on some of the items. When you look at the cost and amount of work, it might be easier to just plan to replace these structures. We've already done two. We talked about doing one or two a year. The last one just worked out that they had an in-house grant and we got two for the price of one. We did the structure we needed to do because it was damaged by vandalism out at Nature's Hammock and then we did Silver Leaf next that was more rust damaged. The only thing with Silver Leaf is that structure is a little small compared to the one that was there so that's why we built the little wooden structure next to it. We used some of the parts from the old structure to build the wooden structure so that playground is rather large now. We're moving on to Cannon's Point, which is pretty old and damaged. Some of the rust points are on the floor panels and some of the holes are getting large where I get complaints from parents that have little ones that are worried kids are going to stick their arm in or fall through so I'm looking at replacing that one next.

Mr. Thomas asked are they like the ones you've replaced already?

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Mr. Soriano responded they are the same brand. I'm sticking to the same brand when I can. If you recall, we paid about \$60,000 a piece to install these. The Burke playgrounds were a lot more expensive but I'm not buying from Burke. The large one is an older kids playground that reaches up to 96-inches and has room for about 14 kids to be playing on it. It's a little bit bigger than what is over in Silver Leaf and Nature's Hammock. The difference between them is the post size. If you look at the smaller one, Ellie the Elephant, it's a five-inch post. It's supposed to last longer and is more durable. That is what most of the Burke playgrounds that we have out there are. Everything else is about the same size. They put a better warranty on the overall structure, but not the things attached to it, so I don't know that we need to go with the big posts and that is what is at Cannon's Point also. I presented you with both because they are a little more expensive. When we approved the money for the last playground, it was not to exceed \$30,000.

Chairperson Nelsen asked plus labor to install?

Mr. Soriano responded the labor was separate. Last time we approved it just on purchase of the equipment and the guys put it up on hourly time and it worked out pretty well. Of course, we were closing down, so it helped out.

Mr. Horton asked so you're recommending the smaller posts?

Mr. Soriano responded I'm fine with it either way. They're both the same price and they both fit in the Cannon's Point area.

Mr. Thomas asked is that umbrella durable in a hurricane?

Mr. Soriano responded their professionals say it's a shade sail, so they're kind of like what we installed back there on the pool. They are pretty strong. It's a thick bar and thick canvas, however I'd worry about that more than our plastic tops.

Vice Chairman Davis stated this one looks more accessible for older kids than the elephant. Do you know if there are more younger kids in this neighborhood and if it would be better suited?

Mr. Soriano responded they both go up to twelve years old because of the height. The Ellie the Elephant goes all the way down to two years old. They expect the toddlers to be on the lower one. However, the complaints I get are from the families that have the little guys. I don't get complaints from parents of 10-year-olds, so if we put the Ellie the Elephant out there, the people that are complaining are going to be happy. I don't know that we have many kids in

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that 12-year-old range that are going to care what kind of playground we put out there, but the taller one is what those kids would generally want to play on. I don't think it matters what we put out there. The amount I'm going to need is \$35,000 because I'm going to need a little bit to ship it here. When you look at our capital reserve study, we actually started about a year early internally. This year, there are five playgrounds that add up to \$127,000 that they put in here for us to replace, so this plan expects us to replace a lot more than one or two of them.

Mr. Horton asked is the money in the budget?

Mr. Soriano responded it's not in the budget, it is capital, so it's already there. We're funded for our capital reserves.

Mr. Horton asked for the \$127,000?

Mr. Soriano responded yes, that's what the plan was.

Mr. Horton stated but if we can stretch it out, we will be better off.

Mr. Soriano stated exactly.

Chairperson Nelsen asked so how many parks do you want to do this year?

Mr. Soriano responded right now I'm only asking to do this one. If I get anything like a grant or special sales, I'll bring that back to you. That's what they did last time. I also only have the time and ability to do one right now.

Chairperson Nelsen asked what is your not to exceed number?

Mr. Soriano responded I think it would be fine with \$35,000. If you want to do \$40,000, we can, but I don't think the shipping is going to be that bad.

Vice Chairman Davis stated you have install costs.

Mr. Soriano stated last time we did the install with the hourly guys here and it worked out pretty well. To do both parks I think we ended up somewhere around \$10,000. If I contract it out, it's going to be \$10,000 to \$15,000.

On MOTION by Mr. Lanier seconded by Vice Chairman Davis with all in favor purchasing the Ellie the Elephant playground structure for Cannon's Point was approved.
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Mr. Soriano stated you still have good padding for capital reserves. We have the planned expenditures in there already that we fund for. That is not part of repairs and replacements. There's a lot of money I have in there for things I know I'm going to work on

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such as the golf carts, small pool repairs, etc. That's a different line item completely and you guys are doing well there. Unless we start replacing a whole bunch of issues, you're not going to come anywhere near that amount. The reason I wanted to go through that is the two other items we're going to talk about, pickleball and the pool will end up going to capital reserves.

Chairperson Nelsen asked but eventually we have to do the parks, right?

Mr. Soriano responded yes, they are going to get worse over time so we still have to do that.

Vice Chairman Davis stated and those could be safety issues.

Mr. Soriano stated if I get one more this year that I think needs to be replaced, rather than spending a couple thousand to replace parts on it, I'm going to come to you, but if we can make one or two more last until next year, we make that funding last longer. We're still putting money in the reserves every year. Those are not the only things we are expected to fix this year. I have tiling in the bathrooms at your amenity center that were expected to be replaced and repaired by now. It is outdated, but I don't think I'm going to spend \$40,000 on tiling just the bathrooms. I don't want to tile those bathrooms this year unless you tell me you want new tile. That's more money that just sits in that fund, so you guys have room if you're worried about pickleball or the pool.

Chairperson Nelsen stated let's talk about the pool money.

Mr. Soriano stated I don't have quotes for the pool yet because I haven't been able to get a contractor out. I expect just to fix the pipe it will be somewhere between \$5,000 and \$10,000. I have a problem that it's been sitting dry for going on two weeks now. We're going out there every other day and hosing it down because marcite can't sit dry like that. If it gets to a point where contractors can't get out to me, I'm going to have to fill the pool up and they're going to have to figure out a way to drain it again or work on it with water coming out of the pipe, which can be done. All of them are extremely busy right now. I have two pool contractors and one plumber since it is a large PVC pipe that handles potable water.

Vice Chairman Davis stated refresh my memory on the diameter.

Mr. Soriano stated it's a 10-inch and the crack is at the T. The problem with it is the reason it cracked is it is at an angle. PVC pipe doesn't work like that. It goes perfectly straight, so they're going to have to figure out how to fix that and my concern is that may mean digging up more of a portion of that pipe so they can straighten it out, which is not easy.

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There's a large hole out there now, and it may get larger. That's why I think that pile of dirt may cost as much as \$10,000, I just haven't gotten a number yet. That's something I can do as an emergency repair, so we don't have to approve anything, I just wanted to let you guys know.

Mr. Horton stated I did go down and look at that. It's a heck of a situation, so it's going to be a job to replace it.

Vice Chairman Davis asked would it be a conflict of interest for my guys to look at it?

Mr. Soriano responded yes, and we've asked about this before. Chad is a general contractor, and he does a lot of this work. I just don't know what I can use him for and how.

Mr. Eckert stated he did not recommend it.

Mr. Soriano stated I tell people I'll double that amount and they still can't take it, but I do have to have water in the pool. I can't have the filter on so if I fill that thing up and it sits for another week, it's going to be green, but I have to have water on that marcite. There's not much I can do yet. If they can get to me this week or next week, we will just have to do an emergency repair and I will keep you guys updated.

Mr. Horton asked they can't give you an estimate on when they can get out here?

Mr. Soriano responded Crown is the contractor we use the most and it's been promised to me that they're going to try to make it out tomorrow or by Friday and they call me that day and say they can't make it out. Our next vendor that supplied that big spray ground structure is at Universal right now doing repairs so we're not going to see them any time soon. I'll probably get plumbers before pool contractors.

Vice Chairman Davis stated my plumber has his own company that does not work for me.

Mr. Eckert stated if you're aware of a plumber that does this type of work and there is no financial benefit for you if the District retains the plumber, then please provide his name to Jay and he can reach out.

Mr. Soriano stated the good part about this is we just rearranged schedules. You guys know every year a couple of weeks before Spring Break we're out there busy on the pool decks. We paint the gazebos and the spraygrounds. That was all done last week.

Chairperson Nelsen stated I have VerdeGo proposals.

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Mr. Soriano stated these were requests for improvements in certain areas. One of them is to add the trail to the mowing schedule. That one we kind of have to do unless we just want to tell them to go out every once in a while. That one is for \$2,880. That is above my amount and it's going to be going into a contract that is ongoing every year.

Mr. Thomas asked you say cutting, do you mean with a mower with all of those stumps and everything?

Mr. Soriano stated it's the sides where all of the weeds are growing over.

Ms. Suchsland stated and it's only for the growing season like April through October.

Mr. Horton asked why is the date on the proposal September 14, 2021?

Mr. Soriano responded they didn't cut it at that time, that's when we started to put it together. There's a whole bunch of them in here and we're not done. You asked me for adding sod to the back of the fitness center and I figured I would do that with the pickleball work. The mowing of the trail is really the important one. The next one is additions for the Village Center. We have those areas on the outside that are not quite ours. The road is ours and we put everything in. There was an expectation of something different there a long time ago. There were going to be businesses along the bottom that would have helped out with a lot of this. It is all single-family homes so some of these areas now are kind of like their front yards and we don't really take care of that, but they complain about it all the time. We take care of our area in the center, but it does all have mulched areas and areas that we installed.

Vice Chairman Davis stated they are their own homeowner's association type thing.

Mr. Soriano stated we've talked about whether we lay that on the homeowner's association, but it was asked for us to put together quotes for taking care of it, so you'll see a quote in there for mowing the outer edges. There is also a quote in there for the additional mulch. We already do the inner areas, but there is that added cost of mulch, \$2,200, along with mowing at \$3,360. These would be annual things and there is the one-time cleanup at \$1,010 because that place is a little mess right now. There is a tree trimming one in there, but I'm going to hold off on that because that's some of the undeveloped areas at the front. That is owned by a commercial developer. I may see if we can lay some of that on them. Some of those trees do grow into the way, but I don't think we should be taking care of that if it's somebody else's property. If you look at the others, the trail and Village Center, that adds up to \$9,450. The trail is the most important one so that the weeding is getting done in the summers.

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A lot of people are using that trail and like it. It'll go into the contract so it will get broken down and added into the monthly fee.

Mr. Thomas asked so we don't own the Village Center property and they want us to landscape something we don't own? I know we own the middle part, but we don't own the outer part. That's their HOA?

Vice Chairman Davis responded they're their own homeowner's association outside of Oakleaf.

Mr. Thomas stated then why do they want me to pay for their landscaping.

Mr. Soriano stated here is the problem and how we look at it. We don't own the sidewalk there, but everywhere else there's a sidewalk on the outside of the road for the County. The County maintains it because it's their right of way area. The way I look at it is most of our HOAs say they should be taking care of everything out to the roadside, so at your house when you have your little sidewalk section and you take care of cutting your grass on both sides, you don't own that little strip out front, the County does, but you take care of it.

Mr. Thomas stated right, but I get a letter from the HOA if there are weeds growing in the crack, or if I need to pressure wash it.

Mr. Soriano stated we can lay that on them. Peter will say we built all that. There were different plans back then.

Vice Chairman Davis stated there were going to be commercial structures there, not homeowners. Let's say that whole place is dilapidated, do we have any control over it?

Mr. Lanier stated I believe they are sub-set by the master association associated with it so there is that tie-in.

Mr. Soriano stated people do complain about this, but this request didn't come from the HOA, this was internal. We talked about what we could do out there to get rid of those complaints. We don't have to do anything out there right now.

Mr. Lanier stated it does look bad going down the main road.

Mr. Thomas asked isn't this where we're having food trucks?

Mr. Soriano responded no, the food trucks asked to move to our parking lot because they don't have bathrooms over there and they have better lighting over by our area. I said that was fine as long as soccer was good with it and they're happy that they're there.

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Mr. Horton stated when the food trucks were coming there, I did talk to Jay about straightening out that area there. Nothing much happened I don't think.

Mr. Soriano stated we did a one-time cleanup, so we didn't look at adding it in on an ongoing basis. We can continue to do it that way here and there.

Vice Chairman Davis stated there are homeowner's association fees from those homes going somewhere, correct? That should be their maintenance in my opinion. Just like we pay fees for maintenance of our stuff. That is not our stuff.

Mr. Horton stated at the time I talked to Jay about it, the food trucks were going back in there. It was my thinking that if the food trucks were going in there and we have people in the community going in and they're seeing this crappy area, that bothered me, but the food trucks don't go in there anymore. It's just sort of a dead area in a way.

Mr. Lanier asked so is that something that we should have legal look into as a cross between CDD and HOA?

Mr. Eckert asked who owns the land that this area is?

Mr. Soriano responded as far as I can tell, our property line is at the street. Everything beyond, there's a sidewalk and manicured islands, that is not ours.

Mr. Eckert stated we don't have a requirement to maintain property that isn't owned by the CDD unless there's some agreement we have, usually with a government entity. We can do cost sharing with an HOA or something like that where we are maintaining an HOA piece of property and they're contributing funds and we're just doing it as a convenience because our contractor is out there anyway. But, in terms of public money going to just maintain private property, that's something we typically frown upon.

Vice Chairman Davis stated to me it is like maintaining that new development back there and there's 150 rental homes. Us spending money to fix up their stuff.

Mr. Soriano stated you guys know my opinion on it. We've gone into other people's areas lots of times and cleaned up or repaired because everybody complains. I've always tried to get away from it. Unless we can show it's all ours and that's a big benefit. Even if it's ours, I can let all those trees go and we can just go to a hardscape in there and that's it. We've talked about that for that little island.

Vice Chairman Davis stated I say we leave it at that. The homeowner's association can take care of everything else in there just like we do ours.



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Mr. Thomas stated just like when that new community comes in, there's still that issue of landscaping that 1,000 feet that we still own. I guarantee you the Sugarleaf people are going to want us to pay for all of that and I'm not willing to do that.

Mr. Soriano stated unless you guys have input, it sounds like the majority says no to the Village Center stuff. I still have to deal with the mulch trail though.

Mr. Thomas stated I would approve the mulching trail. My family uses it a lot and I think it's very nice.

Chairperson Nelsen stated the whole community uses it a lot and it's our property. Is there anything along Oakleaf Village Parkway right there though that is terrible? Along the road coming in across the street from the amenity center.

Vice Chairman Davis stated I just saw they planted bushes.

Mr. Soriano stated the area in front of the two undeveloped corners does not look good. That's a commercial developer there so I'd be leery about doing too much along there. Our park is farther down. We also own that little section that was over top of a pipe and we just cut the grass. We don't do anything in there. That's all you can see immediately unless you're looking in past where the sign says Village Center.

Ms. Suchsland stated they mowed that one time in early spring.

Chairperson Nelsen asked do we actually own that? Did we finally get the deed from Randy Towers that Jason was working on?

Mr. Soriano responded we thought that was finalized.

Vice Chairman Davis stated we got that.

Mr. Soriano stated we've been cutting it.

Mr. Horton stated let me add to it. The far road back in Village Green that has been repaved was done by the HOA because that is not owned by the County. Along that same road there are streetlights and according to Jay we're paying the electricity for those streetlights and that should be HOA too. So, if we're going to straighten things out, let's straighten it all away and change the bill over to them.

Mr. Soriano stated that is one of those old issues from back when the builders and developers were here. There is only one meter, and I was originally told when I first started here that they had that separated out, so once the residents themselves took over the HOA they let me know they've never seen a single bill so I dig into it and there is one meter that covers

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all of those streetlights out there. Unlike the Cottages is your sub-association, they pay for all their lighting inside of their area. They would be a sub-association and they should be paying all of the lighting inside their area.

Vice Chairman Davis stated it's just one meter, so if there is any pushback on that, you just cut it off.

Mr. Soriano stated it handles the lights to the Village Center also. It spreads out onto those roads.

Chairperson Nelsen stated so we'd have to install separate meters.

Mr. Soriano stated I would say they should have a separate meter.

Vice Chairman Davis stated they just need to apply for power, it will be switched, and they will now own the meter and have a bill for the power.

Mr. Soriano stated they'd have to pay for the install of the meter too.

Vice Chairman Davis asked so there's more than just their lights tied to that meter?

Mr. Soriano responded yes.

Mr. Thomas asked so what do we need to do? Tell the County to take their lights off of there and send them a letter from the Board saying from this day on you need to apply for your own power?

Mr. Soriano responded it would be Clay Electric. I would have to get them to come down and talk to their HOA, they would have to split that out and disconnect their line from our meter, install a meter, and connect their light poles to that line.

Vice Chairman Davis stated hopefully we can make sure there's not an issue during the construction of the back of the Village Center where they don't tie into the meter we have back there.

Mr. Soriano stated it might actually end up being two meters to cover both sides of Village Center. I'll leave that to Clay Electric if you guys want me to deal with that.

Vice Chairman Davis stated yes.

Mr. Lanier asked what is a reasonable amount of time?

Mr. Thomas stated I think we're at the mercy of Clay Electric. Do we need to send them a legal letter?

Mr. Eckert responded I think Jay needs to talk to them first to see what can be worked out informally and if you get dragging of the feet or resistance, we can send a letter to them.

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This is not uncommon in communities, and it usually gets worked out just by telling the HOA you're not going to be paying for private streetlights anymore and they'll need to get their own meter.

Mr. Thomas stated I agree with what Supervisor Davis said is make sure they don't try any funny business tapping into our stuff even during construction.

Mr. Soriano stated I'll move forward with talking to Clay Electric and talking to the HOA about the lights.

On MOTION by Mr. Thomas seconded by Vice Chairman Davis with all in favor the proposal from VerdeGo to mow the trail twelve times per year at a cost of \$2,880 was approved.
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Mr. Soriano stated that's just the trail. We don't want to do anything with the Village Center?

Vice Chairman Davis responded no.

Ms. Suchsland stated I have a question since we're talking about the one on the end. Does any of that property that they're going to be responsible for come out beyond that white fence?

Vice Chairman Davis stated we go in 1,000 feet.

Ms. Suchsland asked so the berms on the front of it?

Mr. Soriano responded the berms to the left are ours. The berm to the right that the oak sign sits on is theirs, but that's in our contract to cut right now.

Ms. Suchsland stated I'm just concerned about the irrigation clock and all that because that is right there on the entry there.

Mr. Soriano stated we're probably going to have to extend down.

Ms. Suchsland stated I'm assuming they will cut into that sidewalk because they kind of go in and then they cut off.

Mr. Soriano stated that is part of their development. They have to build the sidewalk. From what I understand, they will build the sidewalks and the road and that gets deeded to the County. The County has gotten away from that over the last years so even CDDs own the roads and sidewalks and a lot of spaces now.

Mr. Horton stated we approved the nature trail, but all of the rest of this stuff?

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Mr. Soriano stated it's up to you guys.

Mr. Horton stated the clean up along the perimeter, that's inside we're talking about, right?

Mr. Soriano responded that is the same area. If you guys want to discuss even a one-time cleanup we can go out there and add the mulch and tell the HOA it's the last time we're going to do it.

Mr. Horton stated the last proposal says lifting and trimming trees in non-developed areas across from the Village Center.

Mr. Soriano stated I'm not going to deal with that one right now, because those undeveloped areas are owned by a developer, and I don't want to deal with that. With the HOAs it's not our property either, but we can work with the HOAs.

Mr. Horton stated somebody cut the area on the left at one point. It's grown back up.

Mr. Soriano stated sometimes I get Peter to talk to them and he will get them to come out and help with cleanup. It sounds like we don't want to deal with the Village Center.

Chairperson Nelsen asked what do we think about doing it once and handing it over to them?

Mr. Lanier stated or maybe use it as part of the negotiations to say this is a one-time deal and if you fuss too much then we're not going to offer anything.

Vice Chairman Davis stated just my opinion, if I'm paying my neighbors light bill by accident or my grass guy is cutting his grass and charging me, there are no negotiations. I've been paying for your stuff and now I'm not.

Mr. Thomas stated I say if we're going to cut them off, we cut them off.

Chairperson Nelsen stated okay, let's talk about pickleball.

Mr. Thomas stated so the capital funds that we've spent tonight was \$40,000 right? So that leaves \$80,000 because you said there is \$120,000?

Mr. Soriano responded that's just based on the parks. There's a lot more in that I'm supposed to do this year that I don't plan on doing unless you guys tell me to. You have money there.

Chairperson Nelsen asked is there any reason we would look at raising assessments this year?

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Mr. Soriano responded the only way I would see raising assessments is due to increasing costs on things like staff. The lifeguards cost us a lot. If you recall, we have this automatic increase every year of \$1 per hour so that is going to start adding huge percentages to our staffing costs. Off-season we only have five people that work in the fitness center.

Chairperson Nelsen stated you have operating versus capital. We can move lines around so we can put let into the capital reserve and more into staffing and not raise assessments. I'm on the fence. I've got friends who want the pickleball courts and I'm glad they're getting used. I'm also looking at the fact that we're going to spend \$38,000 for 50 people. That's \$700 a person so I don't know.

Mr. Lanier stated my concern is again if Jim leaves, is there anybody that is willing or can step up and take the program over.

Vice Chairman Davis stated and grow it, because we're being told it's going to grow from what it is right now. It's honestly not big enough right now to justify this amount of money. Where did we leave off with the discussion on participation and them paying like soccer and I-9 do?

Mr. Soriano stated that's kind of what we talked about before. If we do a team classification, they would have to pay as a team. That would give them usage time, just like we do with soccer or I-9. They get to come in and they're not paying guest fees. That's part of what that \$10 a season goes to, but they would only get to be there for those practices or tournaments if they're non-residents, so it's not an open invitation to come anytime.

Vice Chairman Davis asked do they have teams?

Mr. Soriano responded they do have teams. I don't know if they're competing much right now or if it's more pickup tournaments.

Vice Chairman Davis asked do they pay like I-9 and soccer?

Mr. Soriano responded no, it's different here and that's one thing they complained about. They bring in revenue for their tennis teams and this side actually helps pay for that program by paying for the tennis program, so that is something Jim was leading to. Over here we pay a position to lead that tennis program. It's not a cheap thing either.

Vice Chairman Davis stated we didn't build new courts for them either, we already had courts so it's a totally different set of circumstances.

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Mr. Soriano stated I can tell you with the way Andy built up those teams since he has come in, I have no concerns with that, but over there you are run a little different. I don't see a way to do it and allow guests to come in free all of the time. They can pay a rate if we want to do something like that. I think if you hold them to something like that we would have to give them something more than what they have now.

Vice Chairman Davis stated I feel like we should not vote on this money right now, because we don't have anything in place, and I don't think we've talked about it enough to figure out how we're going to offset the cost. It's not fair to I-9 and soccer for them to pay and you're talking hundreds of people, and then we spend this money for 30 to 40 people and not have something already in place or something that we've already agreed to. I personally would like to defer from voting on this until we have something in place.

Mr. Soriano stated we could just table this until the next meeting since they're not here. We did tell them we would talk about this.

Mr. Horton asked Marilee, do any other CDDs have pickleball that you're associated with?

Ms. Giles stated I don't know about South Village across the street.

Mr. Soriano stated South Village does. They don't have teams. I believe that is a big part of it. They have really nice courts over there that they just built a year ago. That was all bond money so that was different. They got that as part of finishing up other jobs there, so it was easy for them to do that and there wasn't going to be an increase in assessments or anything like that. They are also pretty open. With Zumba, you can be a guest off the street and attend a Zumba class even if you don't know anybody there and just pay a few dollars to get in. We don't do that, and we said we want to stay away from programs like that. There's a reason that our tennis program is bigger than theirs, because we have Andy. If we have those people that can build the program, that's great, but what happens if they're not here.

Mr. Horton asked do you know of any other CDDs or HOAs around here that have pickleball courts and are they picking up?

Mr. Soriano responded they play with some that are a little older and they were already developed before these guys got here so like the yacht club has teams that come over here and okay. They've had their teams now for probably ten to fifteen years. Nocatee has a big group. It's pretty far from us and it's a different demographic over there.

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Mr. Thomas stated Eagle Harbor has a very competitive league. I have a family member who plays for them, and he says that it's been growing the past seven to eight months. They just built a brand-new facility.

Mr. Soriano stated Jim Perry gave you the numbers for that construction, it was a couple hundred thousand dollars because they put up lights, landscaping and everything.

Mr. Horton stated I'm just trying to get a feel for if other people put pickleball courts in are people using it. It seems like they are, so the risk factor for us doing it is maybe not that hard to get over.

Mr. Soriano stated it was only a few thousand bucks do the additions of the temporary courts that we have over there now. We discussed it a couple times in our meetings when we were doing the resurfacing because of the group that was coming in. I'd much rather spend the \$30,000 on this group because they're definitely building and they're actually out there all the time.

Mr. Horton stated it also seems to me that we might get more use out of the four courts over there if we were to transform two of them into pickleball instead of just tennis because I don't see a lot of people playing tennis over there.

Mr. Soriano stated if you're a serious tennis player, you're coming over here. There's definitely more of them than there are tennis players. Like I said, we don't have to do anything now.

Mr. Thomas stated I think we've given it a good amount of time discussing it and it sounds like everybody is still chewing it, so can we table it until next month?

Chairperson Nelsen stated I'd also like to know how many pickleball courts we can get on a basketball court.

Mr. Soriano stated it will be the same. The difference is I wouldn't have to flatten everything out, but you're opening up a whole other door there. We can let pickleball know that it will be tabled and discussed next month.

Chairperson Nelsen and Vice Chairman Davis stated that they were in agreeance to table the discussion.

Mr. Soriano stated unless there are any questions on my report, that is it for me.

Mr. Thomas stated I did notice that there was \$400 for a new transmission in the receipts. Hopefully that's not the brand-new golf cart?

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Mr. Soriano responded that is probably your UTV, not the golf carts. I'm still having problems with our Ranger. We just got that back Friday.

Mr. Horton stated I find that a little confusing that it's a golf cart repair. I don't even know how many we have.

Mr. Soriano stated you have the two gas golf carts that are heavily used. One is a 2014 and one is a 2008.

Mr. Thomas asked was the 2008 the one that we had to replace the transmission on or was it the clutch? I saw the receipt for it.

Mr. Soriano stated all three of them were repaired in the last couple of months. I have two carts and a Ranger that have been worked on.

Mr. Horton asked but these are shared costs?

Mr. Soriano responded yes. The new carts are electric carts and those are not for maintenance use. That is planned for security to ride around and patrol and that's why we wanted electric. They are very long lasting if they're treated well. The gas carts are work carts and they're very old. The one cart you'll see the guy driving back and forth that does the trash on the roadside. Seven days a week we have someone doing janitorial. During the weekends it's not as big of a loop to pick up the trash as during the week, but they get used seven days a week, eight hours a day.

Mr. Horton asked on our side do we keep any of the gas carts or are they all kept over here?

Mr. Soriano responded you have one now. I keep one gas cart in the garage. The security cart will stay in the pool house area.

## **SIXTH ORDER OF BUSINESS**

### **Audience Comments / Supervisors' Requests**

There were no audience comments.

### **Supervisor Requests**

Vice Chairman Davis stated the trees over the road get hit by delivery trucks. Who is responsible for the trimming? I noticed they cut them on the main roads.

Mr. Soriano stated the way the HOA views it is it falls under your responsibility. Most of those are the very large oak trees that are in our neighborhoods that sit so far off your plot



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that I tell residents they should call the County for help on that, especially a large tree above a road. It still sits in County right of way. Call them for help first and if they say no, then you may be stuck with it. We don't own any property that is deep in the neighborhood, so we can't go back there, but the County can.

Vice Chairman Davis stated I cut mine myself. You know when Amazon is coming because you hear the acorns falling and the smack. They just drive right into them.

Mr. Soriano stated you'll see some that sit on a corner and they're so far away from that first house. Even though the HOA says you cut your grass all the way out to the sidewalk, the homeowner is probably thinking that's probably an \$800 job to trim that tree, they're not going to do it. I recommend calling the County first and they are very helpful.

Mr. Horton stated you have on your report cleanup of multiple items at Fall Creek Park. What was that all about?

Mr. Soriano responded after Christmas I was sent an email saying there were mattresses and other furniture dumped in there. It was on the inside of the rails, so this wasn't something that just fell off somebody's truck, they just threw it all out there. We cleaned it up.

Mr. Horton asked how about the TVs in the cardio area?

Mr. Soriano responded those are all hung and operating. Comcast got to us, so we're all set up now. If it wasn't for digging that hole the last couple of weeks all that would be changed over.

Mr. Horton stated you said something about amount for additional large screen in the original fitness area.

Mr. Soriano stated yes. There used to be four TVs, now it's going to be three. We moved some of the TVs over to the other side rather than just giving you guys a bunch more boxes. Two TVs are smaller in the corners, and you have one large screen that is going to hang from the middle, but I don't have anything to attach it to. There is a soffit there for a vent, so we have to fabricate a mount. I believed they were finalizing that today.

Mr. Horton asked what about the seal coating plans for the parking lot?

Mr. Soriano responded I'm going to hold off on that because of the warm weather. I thought it would be good to start looking at whether we work at the Village Center, or at the old parking lot area. I need to get rid of those barrels of seal coating and start putting that on. I

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was going to ask you guys your preference on where I start. I do have a lot of other projects right now though, so we can hold off. The only reason I thought about doing it at this time is it's been above 50 degrees a lot lately so it's warm enough. Soccer is out right now so I don't have to worry about that if we want to do it in that parking lot.

Mr. Lanier stated I think the weather is supposed to turn though.

Mr. Soriano stated we're going to have those days, but it was really just for you guys to discuss where you want me to start.

Mr. Horton stated my last question is for S3. Is there anything of note?

Ms. Grizzle responded we had a couple of incidents that we addressed. We were able to identify a couple of individuals that had been driving motor bikes on property, so we were able to notify police and issue a trespass. It's going to happen again and as soon as it does, we're going to notify police quickly and have them trespassed from property.

Mr. Horton asked are these things that happened around Christmas time? Somebody was complaining on Facebook and had pictures.

Ms. Grizzle responded yes; I think the last one was December 31st.

Mr. Horton asked is it like a blue bike that's probably electric?

Ms. Grizzle responded yes. December 24<sup>th</sup> we were notified a pipe had burst on the bridge. We spoke with one of the individuals on the bridge who stated that a child was hanging off the bridge and it ended up breaking. The only other incident that was really of note was on December 11<sup>th</sup> the women's bathroom was vandalized. There were photos of the toilet seat damaged and broken. We weren't able to find any suspects, but we did report that it occurred.

Mr. Horton asked are the carts ready to go?

Mr. Soriano responded they are.

Mr. Horton asked you haven't turned them over for use yet?

Mr. Soriano responded right.

Mr. Lanier asked have there been any missing shifts, personnel issues or anything with S3?

Ms. Grizzle responded we have had a couple of call-outs lately, but we have been able to replace those shifts with other officers so I don't think we've had any that have gone unmanned.

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Mr. Lanier stated something I brought up at some point last year was looking at naming rights for some areas for people that have made a difference in the Oakleaf community. We have 27 areas I think that are just wide open and we can show a little community love. The only reason I'm bringing it up is I sent it to Jay earlier and he's going to look it over and pass it on to Mike at some point to look into and once we get a good feel for what we can do, then we can bring it up again to make sure we have a consensus and a way to make this happen.

Mr. Thomas asked so like naming the dog park after a fallen warrior or something like that?

Mr. Lanier responded something that means something to the community, or somebody who has given service to the community. Just somebody who is an upstanding citizen. Maybe not just to Oakleaf, but even to the State or Country.

Mr. Soriano stated I looked at Andre's form. It's kind of like what you would see in a municipality if somebody wanted a street named after them or something like that. You can go to the city board. It doesn't mean the board has to do that, but it may be a good honor some place that you can do that for a park or playground or anything like that.

Mr. Horton stated the park across from the recreational center has the architectural walkway and vandals go in there, dig up the blocks and throw them and scratch the concrete up and all that. I'm thinking maybe we should just replace that with concrete.

Mr. Soriano stated I love that walkway because it looks great, but even when we put it in you kind of knew people were going to tear it up because it's easier to get to than a regular paver that butts up next to each other. It has holes in the middle where all the gravel is. They're tearing it up and once somebody says it's a trip and fall hazard we're going to have to do something, but it's a great little walkway.

Mr. Horton stated it is and I really like it, but do we have to go out there and check it every week and repair it?

Mr. Soriano responded that's what we're doing now is going out there and dig it away and knock them back down.

Mr. Horton stated I walked by it last week and there were still chunks in the flower beds and stuff like that. There were so many pine needles you couldn't even tell there were plants in there. What do you think, we just try to maintain it like it is?

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Mr. Soriano responded I can get quotes to concrete that. It's going to be a couple thousand bucks.

Mr. Horton asked is there some way we can fix the outer edges where they can't pry it up because it's always the outer edges. Set it in concrete or something like that?

Mr. Soriano responded that would probably be the only way if I can do something more permanent but they might just move to the inside when we do that. If it's really the look and we like that, we can always do it concrete but make it decorative. Some of these guys do some amazing things but I wasn't looking to spend that much money.

Chairperson Nelsen asked did we close out the capital funds on that? That was separate because we had to do the mail kiosk and the park.

Mr. Soriano responded I can check with Peter. I think we're done with that.

Chairperson Nelsen stated I thought we closed it but if we didn't and we have funds, then maybe we can look at that next month.

Mr. Soriano stated I can check, because we were under what we thought it was going to be.

**SEVENTH ORDER OF BUSINESS****Next Scheduled Meeting**

Ms. Giles stated the next scheduled meeting is February 14<sup>th</sup> at 6:00 p.m. at the Plantation Oaks Amenity Center.

**EIGHTH ORDER OF BUSINESS****Adjournment**

On MOTION by Vice Chairman Davis seconded by Chairperson Nelsen with all in favor the meeting was adjourned.
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