

## **Summary of the July 21, 2016 Regular CDD meeting**

**Call to Order and Roll Call** - All present including Michelle Egan the on site Manager.

**Agenda Approval** - Approved with the addition of 5C Office Update and 5D Inter-local Agreement

1. **Audience Comments on Agenda Items** - None
2. **Approval of Consent Agenda** - Approved as submitted.
  - A. Approval of the Minutes of the June 16, 2016 Meeting
  - B. Financial Statements and Check Register
  - C. Field Management Report
  - D. Maintenance and Activity Monthly Reports

Before Old Business Chairman Bell read a statement of duties per the management contract and felt the CDD should review the current management contract to make certain we understand what is expected and how best to utilize staff. He suggested a continued meeting to do this and most of the Supervisors were OK with this. He also wanted to discuss items being needed which would become the basis for addressing needs in the FY2017 Budget.

### **Old Business**

- A. **Parking Lot Update** - Michelle wasn't pleased with the final product and has notified the contractor that final payment won't be made until we are satisfied. Numerous areas are unraveling and coming up from the vehicle wheel turns. The contractor has agreed to come back and make the repairs. Restriping will be done after all repairs are completed.
- B. **Lake Maintenance Discussion** - The BOS discussed two options for aeration, 1 - to add another compressor and diffusers or 2- to have the current diffusers moved to other portions of the lake. The additional compressor was approximately \$4,000 and just moving the existing was \$500 per event. The BOS approved the moving of the diffusers annually.
- C. **Office Upgrade** - Supervisor Keller presented a potential floor plan for providing a private office for the HOA Manager by separating the offices so each can be accessed from the entry. Questions were raised regarding need for A/C, a window installed, sprinklers and etc. Supervisor Keller explained that she didn't want to put too much into this if the BOS was opposed initially. There were no objections from the BOS and she and staff will move forward.
- D. **Inter-local Agreement** - This is in reference to the lease agreement with HOPCA and the \$100 increase the BOS previously approved. Supervisor Keller presented an updated agreement that she wanted approval from the BOS to present to HOPCA. This was agreed upon by the BOS and the agreement will be forwarded to HOPCA.

**New Business** - None

### **Staff Reports**

- A. **Attorney** - None
- B. **Engineer** - None
- C. **Manager**
  - i. Discussion on the Proposed Budget for Fiscal Year 2017 - No issues and ready for PH next meeting.

### **On-Site Administration Report**

- A. **Project Updates**
  - Recommended replacement of the rear gate controller with LED lighted lift arms. The BOS approved with not to exceed amount of \$3,500.
  - Michelle commented on the pool cleanliness and how it will become a higher priority for staff.
  - She is working on having additional plants installed around pump 7 to "hide" the electrical panel. Michelle is getting quotes and will have it completed when she has them.
  - Michelle commented that the Sun Trust sign referencing HOP located on Cochran and Quesada has been painted and looks better.

**Supervisor Requests** - No comments or requests for action, there was a question regarding the handi-cap doors which is on the 2017 Budget.

**Audience Comments** - None

**Adjournment** - Continued to 8/5/16 at 9:00 AM