

Summary of the April 20<sup>th</sup> 2017 Regular CDD Meeting & 25<sup>th</sup>  
continuation Meeting.

**Call to Order and Roll Call** – All were present including Alan Baldwin from Severn Trent.

**Audience Comments on Agenda Items** – None

**Approval of Consent Agenda** – Approved as presented.

- A. Approval of the Minutes of the March 16, 2017 Meeting
- B. Financial Statements and Check Register
- C. Field Management Report

**Old Business**

**New Business**

- A. **Street Road Repairs and Maintenance** – Adam Jenne from Seal Master came and spoke to the Board about the condition of the roads within the community. He explained that the roads are good condition but there are areas that need to be repaired correctly by cutting out the entire area and doing a correct patch. He also mentioned that adding crack seal would help keep the patches from crumbling. Adam stated that he has been bringing contractors in to give the Board proposals for work that needs to be done. Bids for patch work should be ready for the May meeting.
- B. **Proposals for Office Renovation** – Michelle stated that she finally received the bid from Renovation Experts. The Board voted 5-0 to go with the proposal from Coral Coast Construction of SWFL in the amount of \$ 22, 286.00 to construct two offices that will have a hallway to enter each office separately. The Board also voted 5-0 to have Coral Coast Construction renovate the current storage room in the amount of \$ 2,443.00
- C. **Filling Activities Director Position** – Mr, Koncar explained that Severn Trent had received 4 viable applicants for the position and would be contacting them to set up interviews. He also explained once they have been contacted that Severn Trent would bring them to meet the Board at the continuation meeting on April 25, 2017.

**Staff Reports**

- A. Attorney – None
- B. Engineer – None
- C. Manager – Mr, Koncar explained that he is working with the attorney on an interlocal agreement with Waters Edge Condos.

**On-Site Administration Report - Project Updates** – Michelle explained to the Board that she had received the bid from Artistree for the roadway tree trimming. The Board voted 5-0 to have Artistree trim all roadway trees to 17 foot clearance in a not to exceed amount of \$ 6,400.00. Michelle explained that Mr. Carey had met with D B Sound in regards to having an auto mixer installed into the microphone system. The auto mixer would eliminate all the screeching and background noise. The auto mixer would also be able to work with Bluetooth enabled hearing aids. The Board voted 5-0 to have the auto mixer installed in the amount of \$ 4,040.72. Michelle brought up the streetlight bulb change. She had reviewed the FPL and the community would save an average of about \$50 - \$65 a month by replacing the streetlight bulbs to LED. The Board voted 5-0 to have all the streetlights switched to LED bulbs when the electrician

comes and cleans out ALL the streetlights and reseals the glass and trims the trees around the head to allow maximum light. The total amount for the project will be \$ 7, 992. Michelle also updated the Board about two irrigation controllers that had taken an electrical hit and will be replaced under warranty.

**Supervisor Requests - Supervisor Bell** would like to purchase fire extinguishers for each of the CDD Golf Carts. He also would like to move the Speed hump closest to the gate so that they are secured properly. **Chairman Bitgood** thanked Mr. Tingle, Mr. Alexander and Mr. Rask for the plantings and work they did at the front. He also would like a firm proposal to change out the lights around the outside of the buildings and he would like to see what can be done with the white railings around the Lodge.

**Feedback on Comments of Previous Board Meeting** – None.

**Audience Comments** – Pat Finlan asked about adding a bike rack near the pool area and asked about the smoking areas around the Lodge.

**Adjournment** – Continued to April 25, 2017 ay 10:00 am.

### **CONTINUED MEETING APRIL 25, 2017**

**Filing the Activities Coordinator** – At the continued meeting Mr. Koncar explained that he had reached out to all 4 candidates, 2 being local and 2 being outstate. Only 2 had responded. He invited both candidates to the meeting and only Ms. Columbus was able to attend. She introduced herself and spoke to the Board about her previous experience in being an activities coordinator. The Board was able to ask her questions.

**Budget** – The first proposed version of the FY 18 Budget was passed out to the Board and was placed online. There will be a Budget Meeting on May 25, 2017 at 10:00 am where we will go over each line item. Michelle will try and get prices for any items that Supervisors have asked about prior to the May Meeting so that Severn Trent can project them in the second version of the proposed budget.