

**MINUTES OF MEETING
SOUTH-DADE VENTURE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the South-Dade Venture Community Development District was held on Thursday, February 11, 2010 at 3:00 p.m., at the Watersone Clubhouse, Phase II, 1355 Waterstone Way, Homestead, Florida.

Present and constituting a quorum were:

Alex Diaz de Villegas	Chairman
Kimberly Felipe-Ochoa	Vice Chairman
Monica Elliott	Assistant Secretary
Sonia Castro	Assistant Secretary

Also present was:

Mike Pawelczyk	District Attorney
Paul Winkeljohn	District Manager
Dennis Baldis	Governmental Management Services
Ed Gonzalez	Resident
Antonio Rodriguez	Resident

FIRST ORDER OF BUSINESS
Allegiance

Roll Call & Pledge of

Mr. Diaz called the meeting to order, called the roll and the Pledge of Allegiance was recited by all who attended the meeting.

SECOND ORDER OF BUSINESS

Staff Reports

Mr. Diaz: Moving on to item No. 2, Staff Reports, Mr. Attorney?

A. Attorney

- **Approval of Grant of Easement for Lift Stations**
- **Conveyance of Tracts C, D, E, Floridian Bay Estates South from Steven Greenfield Trust to the District**
- **Conveyance of Tract A (roadways), Floridian Bay Estates from District to Floridian Bay Estates at Waterstone Homeowners Association, Inc.**

Mr. Pawelczyk: Yes, at the last meeting we talked about security services and the potential of the District to become involved in a security administration type of a

program whereby the District would have equipment here at one of the clubhouses, or somewhere, and residents could sign up and the District would essentially itself or through a contractor, would respond to alarm requests, etc. Well we looked into the powers of that, in our office, the powers of a CDD to do that and we are not comfortable at all in allowing a District to do that. We don't think the District has the power to do it. However, that doesn't mean that we can't explore some assistance with the HOA doing it, serving in that function, or even some sort of an agreement with the City of Homestead, which I don't know if they'd be interested in participating, but from a legal perspective the District can't provide services to private residences, which is essentially what they're doing and that's the big concern. So, that's a "no go", but in speaking with your chairman this morning, that doesn't mean that we're discounting it completely, we'll still explore other options if anybody has any ideas that we can move forward with.

Mr. Diaz: We just can't use the CDD for that reason, but as we mentioned before the HOA or the master association can get together collectively and come up with a way or maybe even where we would pay a portion, the master association pays a portion.

Mr. Pawelczyk: Correct, and I think the District could pay a portion if the District is included as part of the security package in order to provide the security to our facilities. While we don't own a clubhouse or a residential unit, we do have significant amounts of property that may fall under our monitoring and require certain monitoring tasks.

Mr. Diaz: Yes, and we had also discussed about the synergy between Stonegate CDD and Malibu Bay for the roving services, we're just trying to find creative ways to provide that police roving service without increasing our rates at all, if possible.

Mr. Pawelczyk: Well, we have discussed among the staff and some of the individual board members, that there are and may be in the future certain opportunities available because of your proximity to one another where you could almost share services to some degree, whether it's through bidding certain landscape contracts or bidding for certain services that you both share, so that opportunity is there and I know

as contracts come up in Malibu Bay, and as contracts come up here, that's something that your manager, and you share the same manager, so that's something that we're certainly cognizant of and certainly Malibu Bay would be willing to do anything that's going to save costs.

Mr. Winkeljohn: Absolutely, that has been discussed, yes.

Ms. Felipe-Ochoa: Right, and could you just go ahead and just put it out there again at the next meeting that you have with them Paul?

Mr. Winkeljohn: Specifically?

Ms. Felipe-Ochoa: Specifically regarding the roving police officer because it's very expensive.

Mr. Winkeljohn: I will, and that's where I was headed with my comments that the HOA, and the master association is really the lead in the security side, whereas here there is no HOA necessarily doing security on the CDD thoroughfare, they have a private road and 95% of their roads, other than a few pieces of the entrance and the clubhouse are the only CDD properties, so it's just the opposite of you guys, but the HOA handling the security might well be the synergy there. So yes, I think they're interested in it and right now they're just starting to realize where their fences need to go, and you remember how long ago you were at that point, so they are behind you, but they understand that we connect between all of us and we bring it up in different ways. One of the things I talked to them about so far were security cameras along our adjacent property lines, and that would be something that both parties would benefit from significantly and be able to share the cost, because you can put a camera right down the property line, you can help document what's happening on both sides.

Mr. Pawelczyk: Other items that we're working on of course, is the lift station easement which is still with the City of Homestead, and they are still reviewing that.

Mr. Winkeljohn: I believe Juan said it's been reviewed and approved, they're just waiting for the dust to settle to sign documents in the city because of the new mayor and no city manager, and that kind of thing, so they just can't sign anything.

Mr. Pawelczyk: Ok. There is a landscape strip in Floridian Bay Estates South we've talked about that is still owned by the Steven B. Greenfield Trust and we're working on that conveyance so it can be properly conveyed to the District. It's just one of those properties that your chairman found that for some reason the developer never conveyed to the District, yet we maintain it, and it's supposed to be ours, so we're trying to get as much information from the developer for free before we do the title work to try and keep the cost down and that's basically what we're doing. The final issue we have is, speaking of your border with Malibu Bay, we talked about Portofino Lakes and the possibility of doing an encroachment agreement with that association entity which would allow the homeowners to install fences on our property. You'll recall, this strip of land up here, is just a strip of useless land that the District has no use for. In speaking about it with one of my partners we seem to think that the strip of land was there in case the District wanted to put a wall up or some sort of boundary, whether it's trees or whatever, to buffer the two communities.

Ms. Felipe-Ochoa: So between all three of those communities adjacent to Malibu Bay?

Mr. Pawelczyk: Well, the only one we're talking about right now is Portofino Lakes.

Ms. Felipe-Ochoa: And what about the other two?

Mr. Pawelczyk: It's the same situation, it's the same piece of land.

Ms. Felipe-Ochoa: So it's all three communities.

Mr. Pawelczyk: Yes, so the District does maintain that property but it's not an easy one to maintain and it's really hard to keep it looking nice, is my understanding.

Mr. Diaz: You are correct.

Mr. Pawelczyk: Plus there is a significant amount, from what I've been told, of cut through traffic and we think we can maybe alleviate that with an encroachment agreement.

Ms. Castro: Didn't we have that already?

Mr. Pawelczyk: We did, but they didn't want to be responsible for certain things, so we're trying to come up with another alternative.

Ms. Castro: Ok.

Mr. Pawelczyk: So there's a different policy that all of you have to adopt and that's based on, by doing an encroachment agreement you're not giving anyone any property rights, so they don't have any right to the property, we're just saying, you can put your fence here, but you have to maintain the grass which would be on District property, you wouldn't be allowed to install anything on that property other than just keeping it grass, that way in the event that we need it at some point in the future we can obviously use it, we can take the fence down and use it.

Mr. Diaz: Right, but for the record we don't foresee at this point any use of that land.

Mr. Pawelczyk: Right, that's correct, we don't think we're ever going to need it, unless you decide to build a wall.

Ms. Felipe-Ochoa: How much land is it exactly, approximately?

Mr. Pawelczyk: It's about a 15 or 20 foot strip, something like that.

Ms. Felipe-Ochoa: By what?

Mr. Pawelczyk: The length of the property.

Ms. Felipe-Ochoa: So that abuts Malibu Bay?

Mr. Pawelczyk: Yes, the whole border.

Ms. Castro: Ok, a question. This new leadership that wants in, again on the encroachment agreement, are they going to go ahead and have all the owners along that strip of land, build their fences, because I don't want to be back in this same situation with the homeowners complaining that nobody is taking care of that land, that it looks terrible and come back in a year or two later and then we have to have ValleyCrest incur some additional costs to mow everything back and then it's just going to be a vicious cycle.

Mr. Pawelczyk: Well, that's really the problem. The encroachment agreement would be between the District and the association, rather than the District and each

individual property owner. So I would envision that the HOA would be taking over responsibility for the maintenance of any areas that are not being maintained by the owners. So in the event someone decided not to put a fence there, the HOA would be responsible to go back there and maintain that area, if the owner refuses to, so you're basically putting it on the HOA, saying, you're responsible for that entire strip of land, you deal with it, but in the event that we need it, we can cancel this agreement at any time. In the event that you, the HOA, don't enforce the agreement to make sure that the area is maintained, that the fences that are installed are all property permitted in accordance with any design specs you all come up with, and three to make sure that nothing is installed on that property and if something is, that you make sure that owner gets it out, then we would terminate in the event that they are in breach of the agreement, or for any reason whatsoever, the District could come back in and say, no we want that land back.

Ms. Elliott: So that would alleviate the concerns of now having that property maintained with an agreement written.

Mr. Pawelczyk: But the association would have to be responsible.

Mr. Diaz: Yes, and this agreement is going to be a little bit different than the first one because the first one wasn't really clear what the objective was I believe, and in this one you're going to be really clear that the HOA is basically going to be responsible for permitting these people to use that land for fencing by their specs and everything else, and that they're ultimately going to be responsible, so we don't have this game of going back and forth. I think it was Portofino Lakes, where every time somebody wanted to build a fence, they would point their finger at us and say go ask them if you can build a fence, but then we had an encroachment agreement and we told them, we want the HOAs to deal with that, and that was the original objective there, or our intention at least.

Mr. Pawelczyk: So while in a lot of cases you're not always in favor of cutting off your property, essentially you're reserving the property until you need it, because you have no use for it, so it's not that much land and we think as far as just your cost

savings alone on the maintenance it's probably a good public purpose, should you choose to do this. Your other alternatives that I have discussed with Alex is, do you require each owner that puts up a fence to put a gate in each fence, so if Dennis wanted to walk the whole strip of land and go through the gate, to keep it open. Alex and I discussed it, and said just put it on the HOA, let the HOA enforce it with their regulations and their everything and let them do it.

Ms. Elliott: Absolutely.

Mr. Diaz: Just so you know, this thing would also echo over tract H, over by Stonebrook II, there's an "L", and we have to maintain and herbicide, and do a bunch of stuff over there, we're spending a lot of money on an area that nobody sees and I think that would be another good idea to offer that as well.

Ms. Castro: Well the only situation that community has now is the fact that a lot of those properties that are along tract H, are vacant or they are renters, so that's why we were holding off, but if you bring it to them I'm sure the president will cooperate fully.

Mr. Pawelczyk: Well, I think at the same time you can also use this as a test case too to see if it works, deal with Portofino Lakes, which is an association we've dealt with in the past as a District, and see how it works and then if it works then you can open up to Oaks Point and the Stonebrook association.

Mr. Diaz: Well we did open up to Oaks again, we may have to just revisit Oaks, amend it to make it similar to the one that Portofino Lakes has because that was the intention Oaks had in the beginning and maybe we misunderstood it.

Mr. Pawelczyk: Well, I think when we initially did the agreement the intent was to not otherwise restrict the use of our property, in other words, keep it open but just put gates on either side to deal with the cut through traffic and that has expanded as the District has grown to realize that there is no real use of that property other than to install a buffer or to install a wall, so it's just not a property that you need right now, but you may need it in the future.

Ms. Elliott: I think that sounds like a very happy medium applied that the community is willing to look at.

Mr. Diaz: The only thing I could ever foresee using that land for is maybe to run a line of some sort for the camera system if we were going to go to a hardwire system, just to go from point A to point B and the other issue is, we do have an irrigation line back there that's never been resolved, I think it's in that area, all that's irrigated, so we would just have to cut that off.

Mr. Pawelczyk: Which is simple.

Ms. Castro: Is there any way that we can put a stipulation there that puts the responsibility on the HOA to actually ask these homeowners if they are willing to incur in the cost of the fence before coming to us and doing the encroachment agreement to try and stop the vicious cycle, so if there is a commitment from those homeowners and we see that there is an interest from the homeowners, because it's very nice for the HOA to do that for them.

Mr. Winkeljohn: Well, under the Portofino Lakes discussion that's what brought it back, because one of the residents wanted to put a fence up.

Mr. Diaz: Can I suggest something? You should put a stipulation in this agreement that if, they want to get out of this agreement there needs to be a 90 day period and we need to send letters to all the homeowners that is affected by it so we could have something like a hearing to get out of the agreement, that way you are not dealing with the HOA, you're dealing with the homeowners, and the homeowners then have to come and say, ok we don't want this.

Ms. Elliott: Well, why do we need to micro-manage, if we're turning over the responsibility to the HOA, why are we getting into micro-management? If we're going to give them that responsibility, yes you can use this land, it's your responsibility fully to maintain and to deal with it, why are we trying to micro-manage?

Mr. Diaz: We're not trying to micro-manage, but Sonia brings up a good point, the point is that we could go back and forth, but we're trying to stop that cycle from happening again. If it was the homeowner's decision, I would venture to say that they

are going to say no, we want to keep this land, but the decisions are being made and the agreement is being made with the HOA and depending on who the HOA president is at that time, that person may negate on the contract and say ok, we want out of it now, so by putting this obstacle in the way, now you have to bring in the homeowners to get out of it.

Ms. Castro: Yes, and actually ask the homeowners.

Mr. Pawelczyk: Well, I'd say, I wouldn't allow the HOA to terminate, the only part they would be able to terminate would be us, the HOA has to stay in this agreement, they have to be responsible for the entire parcel, otherwise we would need individual encroachment agreements for each particular homeowner.

Mr. Diaz: Was that the way it was written in the last one? Where only we could get out of it?

Mr. Pawelczyk: No, they could get out of it, but that was different because basically you only had fences on either end so it really didn't matter, but now we have two properties in the middle of this, if the HOA cancels, and let's say there's a land locked parcel in between fences, if the HOA cancels, then the District is then responsible for that land locked parcel, and we have no way of getting in there.

Ms. Elliott: So what I understand is, if they agree to the terms, we can cancel at any time, they will not be allowed to cancel, and they will be fully responsible for the property's maintenance?

Mr. Pawelczyk: Right and the only way they could get out is if they came to us to negotiate an amendment to work it out so we don't have that situation where it's impossible for us to maintain it, should they terminate.

Ms. Elliott: Yes, Dennis?

Mr. Baldis: I think you're going to need to put something in there that the city recognizes that the people are allowed to get a permit to put a fence in, even though they're not the property owner.

Mr. Diaz: That's a very good point because that's an issue when they go get their permit that they won't issue them the permit because it's not on their land.

Mr. Baldis: Right.

Mr. Diaz: That's a very good point Dennis.

Mr. Baldis: Thank you.

Mr. Pawelczyk: Yes, that is a good point and it will be a recorded document so they won't even have to come back to us, they could just get a copy of the agreement and give it to the city and hopefully we won't even have to sign off on the permit as the District.

Mr. Diaz: Well, I know that was an issue before.

Mr. Pawelczyk: Otherwise they still might make us sign off.

Mr. Diaz: Very good, so then what you're going to do is draft this up then and bring it back to us?

Mr. Pawelczyk: Yes, I'll bring it back to the next meeting.

Mr. Diaz: Let me just take a quick consensus of the board, is that what the board's direction would be?

Ms. Castro: Yes.

Ms. Felipe-Ochoa: Well I think, just so we're clear, that we should still ask the homeowners because at this point it's just going to go back around again.

Ms. Elliott: No, it would be the homeowners association responsibility.

Ms. Felipe-Ochoa: I know that and that's fine. We've been here for how long and they didn't take care of it before, now we want to give them in good faith again to do it because of a change in leadership? I think because of what happened previously that HOA or we can, or however it's going to work would need to go to those individual homeowners, that's how I feel about it.

Ms. Castro: And I can speak for Stonebrook II, it was the previous leadership that made the decision of not being in the encroachment agreement without actually asking any of the homeowners, nobody there knew about this option.

Ms. Elliott: At this point, if we're offering this to them, whatever entity is in control, that's their deal, not our deal, it's not our deal to micro-manage, knock on doors and babysit anybody, they either accept or they don't accept the terms, it's very clear,

it's very simple, if they have new management and their new management is interested in this offer that we're going to make them, they'll either accept it or decline it, we don't need to get into all the little micro-managing and wondering if they're going to do it, they have an entity for that purpose.

Mr. Diaz: Well, the important factor is what Mike brought up which is, they cannot get out of the contract, only we can get out of the contract. So they may ask to get out of the contract, and we in turn reply, sorry you don't have that option to get out.

Mr. Pawelczyk: Right, and there may be a case that if nobody builds a fence there and they ask to get out, then we could take it back.

Mr. Diaz: We could, but we don't have to.

Mr. Pawelczyk: Right, we don't have to, so I think one of the realities is, that if I lived in one of those houses and I have the opportunity to close off an additional 20 feet of my backyard, I'm probably going to do that if I can afford to build a fence.

Ms. Elliott: Absolutely, and I like that we are able to come to a mutual agreement and both entities are protected and happy and that our residents of the community would benefit in some small way.

Mr. Diaz: Again, it's a win/win situation it's one of the rare times where the CDD becomes the good guy because we're getting them property they can utilize.

Mr. Pawelczyk: Giving them a security benefit and elevating a maintenance responsibility, but we'll bring it back and if the board wishes to discuss this individually with some of the residents or whatever, they can do that.

Mr. Diaz: You know what would be a good idea, and I'm not trying to call off the residents, but once we finalize the deal, maybe it would be a good idea to send a letter out for those homes who would be affected, and letting them know this and what the deal is so there's no questions later on, and who to go to when they're ready to build a fence.

Mr. Pawelczyk: I think the association can identify those areas and when it goes to the association board for them to approve it, those residents can come to that meeting, and they can also come here certainly but we're only doing it for them, so I

think it would be good for them to go to the association meeting if they have any comments or objections.

Mr. Winkeljohn: Anything else Mike?

Mr. Pawelczyk: No sir, that's it.

B. Engineer

Mr. Winkeljohn: Ok. The engineer, would you like me to cover that now?

Mr. Diaz: Sure.

Mr. Winkeljohn: Alright, so I just wanted to let everybody know that I met with the engineer on a couple of topics for the District. One in particular is an updating of your map, there is a fork in the road at this point for us and he's analyzing the cost effectiveness of staying with the way we are doing it now, which is an advanced PDF file that pops up on our website and it has all the hyperlinks and it's pretty interactive, and it gives pretty good information. The municipal world goes into a graphic interface system GIS and what that does is it basically utilizes the mapping from the county system and then the software puts several layers over it and you click on it, whether you want to see the streets, or if you want to see the street lights, and all the features of our map, who the contact people are for specific areas, and that's really what we have now on our website.

Mr. Diaz: But the way what we have now is very small, and you can't zoom in, so there's a lot of features that are not really user friendly.

Mr. Winkeljohn: Yes, exactly, whereas the GIS has all of that built in. Actually the PDF should do that, you should be able to zoom in and get right down to the detail. He can increase the resolution of the image so you can get down to an individual house and it will still be very clear writing and we'll have to do that to put the street lights on anyway. So I had the meeting with him and he's working on that, as well as finalizing the drainage program, he's working on that also, with the road modifications and adding that on to it, so he has got his list of projects and he's on top of all of them and they're going to be very time consuming. The permit that handles our drainage

system, moving on to that topic, because we ultimately want to transfer the maintenance responsibility, we want to take the maintenance or get an easement allowing us to maintain the drainage systems within the communities that affect our system, and that's been the direction of the board. That's a pretty lengthy process because he has to pull and locate all the legal information and transmit that to South Florida Water Management to identify on their map and then you can start to talk about it, they don't look at those little pieces that feed the system, the permit is blanket permit, maintain the drainage in your property, it doesn't ask you how you do it, it just says do it. So to get the maintenance of a specific structure or whatnot takes awhile, so he's working on that still. Nothing else really to update on his end other than that. He did do some work for us to get the city to approve a metal conduit providing electricity to the gate house by the school and that was excellent field work by Ramon, our civil engineer through Juan's office and that saved us several thousand dollars, so we're really happy about that, in fact that power was turned on today, so the Boulevard and Campbell Drive are on, so there's power and so tonight there should be lights. FPL is done, I paid the deposit today and set up the account, I can't do the account until we get the final C.O. and we did get that this morning, so I had the accounts open within a few minutes of that happening, so FPL has everything and it's just on their list of meters to install today, and if they get to it, then it would go in today, and if not then tomorrow or the next day.

Ms. Felipe-Ochoa: Paul, can we add another line to the budget for the maintenance of the guardhouse?

Mr. Winkeljohn: There is a line already, and we've been just budgeting I think \$10,000 for gate maintenance.

Ms. Felipe-Ochoa: Ok.

Mr. Diaz: Paul, while you're on the topic of Campbell Drive, guardhouse, so now that they did final electric are they going to back fill all that area?

Mr. Winkeljohn: Yes, that will all start getting cleaned up, you'll see the landscaping go in right away.

Mr. Diaz: Ok, and the water service?

Mr. Winkeljohn: The water service and all those finals are done, the water for two of the gates is tied to the electrical permit and I don't know if you know how the utility system works, but it's all one account, you get a utility account, and so we couldn't get the water without the electric, and you can't get the electric without the water, so now we have electric, they'll open the water accounts and they'll start that service right away. The third gate that doesn't have Homestead Electric, I need to add the water to it, I need to apply for the gate just for water, I didn't do that yet, but I'll do that right away.

Mr. Diaz: Ok, very good. So far we had talked about pressure cleaning and removing all those survey marks that they use that heavy duty paint on, did we ever find out how to get rid of those survey marks with all that spray painting they did?

Mr. Winkeljohn: Well, I would wait until after Comcast does their directional boring because they're going to mark it all over again anyway, but ultimately at the end of the project when that's done then you'll want to go clean it up.

Mr. Diaz: What about the street cleaner, buffer for the pavers and all that?

Mr. Baldis: Yes, that's something we can schedule, the pressure cleaner, they came out and tried to take off the marking paint that's on the sidewalk, and it's not your regular marking paint, because it wouldn't come off with the pressure cleaner, so they were going to come back with a solution of mineral spirits or whatever they can use to try to get it to loosen up so it will come off. They did try the graffiti remover but it didn't work.

Mr. Diaz: Alright, thank you Dennis. Then going back to Paul, with the guardhouses, so once we have electrical and water, which I'm assuming by next week that will get done, then it's just finalizing all the little security features, correct?

Mr. Winkeljohn: Right, and he's taken delivery of all of our equipment, and you may have noticed almost all of the dome cameras are in, the only cameras left to be placed are the license plate cameras, those are in stock and we have them, they just need to start installing. The readers are up also, so there's just a few pieces left and all of that,

now that there is power, makes sense and we'll even start our cameras recording and that kind of thing, we can do that now, or once the power is up. Without the Comcast connectivity the project pretty much comes to a halt.

Mr. Diaz: Yes, and we talked about getting some records, especially on the Boulevard as our test site, and you don't have any communication but you can certainly bring those records manually to that location with a thumb drive or whatever and then we can start testing cars to see how they're working.

Mr. Winkeljohn: Right, and we're going to take this opportunity to fine tune and get the system ready. There are still pieces that we've been concentrating on which is the E-pass registration software package and there's another built-in piece of software that we have to develop which pulls the data from the three gates into a centralized searchable database and then we keep that for 30 days or so. That piece of the puzzle is still undeveloped because we can't do that without the connectivity. If we don't have connectivity soon and the E-pass tweaks are finished, our programmer can start on that just as you described, you would just manually move the data in and out.

Mr. Diaz: Right, and I'm curious to see if we're installing these in the right location, if there's a glitch in the system so we can work out the bugs, the difference for SUVs, the issue we talked about if you go too far to the right.

Mr. Winkeljohn: Right, the extra wide lanes on our resident side, there's a potential that they could drive through in a way where we can't catch them with the reader, so yes, there are a lot of system cleanup items that are going to be tested and verified.

Mr. Diaz: Exactly, and the power is the main key there for now.

Mr. Winkeljohn: Yes.

Mr. Diaz: Anything else for the engineer Paul?

Mr. Winkeljohn: Or the project, and that's pretty much the same thing, you can see where we are and then I don't have anything else to add to that.

Mr. Diaz: Now, with the mapping, I just wanted to point out one thing, the reason why I wanted to update the map is so that you could show where the

guardhouses are, show that there's a couple of corrections on addresses, and show the road modifications that we have basically on all three sides, the new traffic circle and so there's a lot of things that need to be updated, but also to have a working map that we can keep at all three guardhouses so when a visitor comes, the guard can take a marker and show them exactly how to get to each location as a courtesy, and that would probably be a softer map I would imagine than this, so it would be a more user friendly map.

Mr. Winkeljohn: Right, we can do that.

Ms. Felipe-Ochoa: I have a question. I think it's somewhat related to what he's saying, when you go to research any of the properties in this community, it still says the original developer's name, for example, Stonebrook is Maryen's and yours is Caribe Homes, and they were actually the same builder, so when you go to research it on www.miamidade.gov it's not listed correctly.

Mr. Winkeljohn: Right, but the original plat, that's how it's listed.

Ms. Felipe-Ochoa: Yes, I know that but is that going to continue to be on the map?

Mr. Winkeljohn: Well, the original plat is never going to change, but our maps, we can put whatever we want on it.

Ms. Felipe-Ochoa: Ok, so can they add that to that?

Mr. Winkeljohn: To the county's website, no.

Ms. Felipe-Ochoa: No, I mean to our website.

Mr. Pawelczyk: I think Kim, you asked this at the last meeting, and I think Paul was going to talk to Juan about putting the Stonebrook on it.

Mr. Winkeljohn: Yes, we made that change on the roll, it was wrong on the roll, so I've made all those changes, I've done it to the website, I've done it to the E-pass system, and when Juan does it, all of his changes will reflect that correctly, but your point is correct though, you are still always going to have that reference point because that's what is in the plat.

Mr. Daiz: Ok, anything else for the engineer Paul?

Mr. Winkeljohn: Or the Manager's report, no nothing else, thank you, that was my whole report.

Mr. Diaz: Ok, so that's your combined engineer/manager report.

Mr. Winkeljohn: Unless you have any questions.

Ms. Felipe-Ochoa: I have a question.

Mr. Diaz: Well, Mike has something, Mike?

Mr. Pawelczyk: Well, I don't actually have a question and so I'll defer to Kim, but if I can just go back to my attorney's report after we're done with this, before we do Dennis?

Mr. Baldis: Go ahead.

Mr. Diaz: Sure.

Mr. Pawelczyk: Thank you, but I think Kim had something to say.

Ms. Felipe-Ochoa: No, go ahead Mike.

Mr. Pawelczyk: Ok. Real quick, on your agenda we reference two conveyances, which I briefly touched on that we're working on. One is the C, D, and E, that's supposed to go from the Steven Greenfield Trust to the District. The other one is Floridian Bay Estates, apparently we own these roadways which I found, within Floridian Bay Estates, the developer improperly conveyed them to us, which by default, technically makes them public and you can't have hard gates there. Well, number one, we don't want to own them, so we're going to convey them back to the Floridian Bay Estates at Waterstone Homeowners Association to get rid of them, and I'm sure they're going to want them. So, what I would appreciate at this time just so I don't have to bring this back again, the only cost to the District is to do the conveyances which is already incorporated into your budget anyway to do this kind of work and it's not that expensive. There's no cost exchanged for the value of the property, so a motion authorizing the execution of the conveyance documents for those properties listed and as explained would be appreciated.

On MOTION by Ms. Castro seconded by Ms. Elliott with all in favor, authorizing the proper District officials to execute conveyance documents related to the Floridian Bay Estates and tracts C, D & E as stated on the record by the District Counsel was approved.

Mr. Pawelczyk: Alright, thank you, that way we can just get them signed and get it taken care of.

Mr. Winkeljohn: Excellent.

Mr. Diaz: Thank you Mike. Ok, now moving on to the field manager's report, Dennis?

Mr. Winkeljohn: Actually, I think Kim had a question.

Ms. Felipe-Ochoa: Yes.

Mr. Diaz: Sorry, go ahead Kim.

Ms. Felipe-Ochoa: Yes, I have a question to Paul, what is the deadline for Niko and all the work to be done, how is that date coming along?

Mr. Winkeljohn: Well, actually today's conversation about having the electricity on and getting the water on, once those two are on, that starts an inspection and a testing process and that is also the benchmark in the contract called, "substantial completion", which means from a payment standpoint he's eligible to reduce his retainage from 10% to 5%, less any items that aren't paid yet, any item that's still coming would still be a 10% retainage until it's fully cleared. So for all intent and purposes, he's waiting for one water meter to be installed, and then he's finished, he's completed his obligations, with the exception of retainage and punch list type items.

Ms. Castro: So we're looking to have these fully operational by May?

Mr. Winkeljohn: Well, the physical building will be C.O.'d in a matter of days, which means if it were a house you could move in, but from our standpoint we have the security pieces to finalize and then we also have the Comcast connectivity because nothing really works without that, so operational, the appearance of their ability to

operate will be in a matter of weeks, but their ability to function as they're ultimately designed is a matter of months.

Ms. Castro: Ok.

Mr. Diaz: Well, now that you bring up that point Paul, you had mentioned before in discussions about the actual security contract, who is going to do it, and Paul had a pretty good suggestion which was, do you remember Paul?

Mr. Winkeljohn: Yes, I do. I've been bombarded by interested parties to provide us with security service, plus I have a couple of contacts that I use, such as we have a firm next door and that kind of thing. I was going to invite all of them on a one-page memo to provide us an hourly rate to provide current service, such as staffing the gates 24/7 and that kind of thing, and for the rest of this budget year. Then we would learn from that, and then write an RFP and then it would be an interim security firm and then at that time they would know what we would know what we're really looking for, how we need it supervised and some of the other details that we just don't know for sure, but when you learn that information and put it into the bid spec, then your bid number is right, and you're not being charged to add that service 6 months from now. So that's my idea, and then we would put that number into the budget cycle for next year so we would have a real dollar amount.

Mr. Diaz: Just out of curiosity, do you have any other CDDs or Districts that you manage that have security service for guardhouses?

Mr. Winkeljohn: Yes, quite a few.

Mr. Diaz: So we can't just learn from their specs?

Mr. Winkeljohn: Well, you guys are a little bit different, it's a soft gate, the electronics are really going to do most of the work, the effort to capture driver's licenses is going to be a little bit different there, so I just think they are all unique. We know the dollar range is an hourly rate, it's usually between \$12 and \$30 per hour, with \$30 being an armed fully guarded gatehouse, and somewhere in the middle of that dollar amount gets you the services you need. One of the biggest things is turnover and that's the piece of the puzzle that's probably the hardest to mandate or structure into the contract,

because if it's a new person coming to the job every day, they're not going to be very good at it and on the opposite side if you get somebody who is there all the time, they're going to be perhaps apathetic, so somewhere in the middle is what you're looking for, and that's a broad generalization I realize that, but it seems to be my experience.

Mr. Diaz: Can we impose at all, that they would have to try and make attempts to hire local?

Mr. Winkeljohn: Well, you could ask for anything essentially that's legal in your bid, yes.

Mr. Diaz: Because I'd like to keep it local and I just want to come up with a discussion on, what do you think our target date is, because we know we have an April 2nd deadline for passes, we're hoping to get most of them registered by then, so we're probably looking around sometime at the beginning of May that we could start operating, so this is a discussion that we need to start having now to start that ball rolling so we have someone in place and then how long do you want this interim period to be, what did you have in mind, 6 months or 5 months?

Mr. Winkeljohn: Well I was thinking if we could do it, would be to have the new contractor start October 1, the permanent contractor, with our fiscal year.

Mr. Diaz: Right, so that would give them about 3 months.

Ms. Felipe-Ochoa: Why can't we start the bid process now?

Mr. Winkeljohn: Because of the caution I'm suggesting is that you would bid something that may not be what you actually want. Just like construction if you don't bid a pretty complete set of drawings you get nothing but change orders and expensive revisions, so my advice is with the security is to get somebody in there that's willing to work at a rate that's an invoice bid, is what I call it, which just means, what's your price to do this and they just give you a \$15.00 per hour per person, or something like that, but a flat amount. Then you write what behaviors you want from them, more specifically, like what their schedule is going to be, what kind of supervision they're going to need, the particulars I described about turnover, that could be a penalty back

to the contractor if the same person isn't available in that shift for a certain period of time, something along those lines.

Ms. Felipe-Ochoa: Right.

Mr. Diaz: Alright so we're looking at that, I just wanted to put something out there, so let's say the first Monday of May we start going live, and then let's say, May, June, July, and then the bid package goes out, and they're working all the way up to October 1st, let's say. Then October 1, it could be them, it could be the same people or it could be another company.

Mr. Winkeljohn: Yes, and the bid would include, just like our landscaping, a renewable price over a three year period, is how you would bid it. You would bid a three year offer, so it's going to bring their price tight, because it's three year's worth of income for them, and they would hold the price for three years, or if they want to put in a small increase, their bid would have some escalator in it if they're willing to risk not getting the award of the contract, so that's the best economics I can think of for you.

Mr. Diaz: Very good.

Ms. Felipe-Ochoa: So having Paul said that, I just want everyone to kind of think of, and I don't have to ask Alex because he already has his expectations that he wants for the company, and I'm sure everyone here is more than likely going to agree with all of them, but if we could have some input from now until whenever that happens, just to think about it and come back to the next meeting and we can discuss it, or maybe Paul can send us emails as to what he's come up with.

Mr. Winkeljohn: Well, I don't have to think too long about it because I did it for 20 years, and so I know what the standards are, the highest standards, but it's what you can afford. Now you can't afford the highest standards, you can't afford to pay \$20 per hour for all three gates, so what you're going to buy is going to be a series of compromises, and I just mentioned a few of them, one is the longevity and the turnover issue, the quality of the guard, is this a customer service related person or is this a warm body person standing in a space and what I did in Weston, particularly with the Broward Sheriff's Office, is I had a no questions asked right to refuse any staff person.

As soon as I got one complaint with a police officer in Weston, he was gone, they moved him or her to a different job, no debate whatsoever, so that solved all conflicts because as soon as I had an officer that their behavior was too aggressive for a resident or not aggressive enough, somewhere in the middle, so if it was the manager's judgment to terminate that person, there was no discussion about it and we did that with all of our contract staff and that's the kind of thing that you want, you don't want to be locked into somebody that's not doing the job, or is offending your residents.

Ms. Elliott: It's got to be the right fit for the community and that the job is done professionally.

Mr. Winkeljohn: Right, so that's the first thing that you look at, but you can only buy so much of that where you're out of your budget again, so you have to find a contractor that's going to give you what you want, and I would probably lean towards large organizations that are going to be able to tolerate that kind of request, rather than small companies, so there's a lot to it.

Mr. Diaz: Yes, and I'm sure it's very competitive right now because of the economy.

Mr. Winkeljohn: Yes, so we're in a good position to get a longer term contract.

Mr. Diaz: Alright so maybe it's something you might want to add to our agenda like the status of that, or maybe come up with a timetable so that we don't lose track of that.

Mr. Winkeljohn: Well, I can invite proposals now from interim firms and we can start looking at them.

Mr. Diaz: Ok, and we can see what the numbers come in at also.

Ms. Felipe-Ochoa: Right.

Mr. Winkeljohn: Yes, and I can start a laundry list of firms that are interested and circulate that.

Mr. Diaz: Yes, and I'd like to stick to the bigger companies if we can, like you said.

Mr. Winkeljohn: Right and they're going to have the structure to meet our needs and they're going to have the personnel flexibility to rotate a few people until we're happy.

Mr. Diaz: Now, there was another issue you brought up, what is the name of the company they use next door?

Mr. Winkeljohn: National I think, I don't really remember at this time.

Mr. Baldis: No, I think it's Global.

Mr. Winkeljohn: Ok, is it Global?

Mr. Diaz: Ok, very good.

Mr. Winkeljohn: That's all I have.

Mr. Diaz: The other thing too that I would like is before whoever is going to start, maybe do a couple of days of orientation and have them drive around the community, so they get to learn the community really well, that way they know where everything is at, for instance what's on the Boulevard, what's on the main strip or how to get to places.

Mr. Winkeljohn: Yes, and ultimately you would put in your bid that they have an orientation program on their nickel, not ours.

Mr. Diaz: Right, very good, thanks Paul. Now we can move on to Mr. Dennis Baldis, field manager.

C. Field Manager

Mr. Baldis: Alright, the fencing under the Turnpike has been completed yesterday afternoon sometime.

Mr. Diaz: Now, the only thing I did notice because I looked at it yesterday, I don't think we have a chain on it yet, or a lock.

Mr. Baldis: Ok. The boulder at Friendship Park for the plaque is in place, the plaque isn't on it yet, but it's been chiseled out, it just needs to be installed.

Mr. Diaz: I'm sorry Dennis, we need that done sooner than later, because for the resolution that we're making for the presentation I need to take a photograph of that particular rock with that on.

Mr. Baldis: Sure, no problem.

Mr. Diaz: Thank you.

Mr. Baldis: The signature tree is also been installed at Friendship Park, and I don't know if you had a chance to go by there and see it.

Ms. Felipe-Ochoa: Where is that exactly Dennis? On the left or right side or the middle of it?

Mr. Baldis: It's on the left side if you're looking out at the lake and that's a signature tree that ValleyCrest put there.

Ms. Felipe-Ochoa: Right, I remember, ok.

Mr. Diaz: If you need a recall of what the signature trees are, the program if you recall is that ValleyCrest is providing at least one signature palm tree or some type of really exotic type of tree per year at no cost and in exchange they can bring their customers here and demo the different types of landscaping and trees they have.

Mr. Winkeljohn: Anything else Dennis?

Mr. Baldis: Yes, moving right along, we also marked areas throughout Waterstone Way for additional boulders, so I'll be bringing you a proposal to put those in and that's part of the five year landscaping plan. Some of the boulders we're going to use, we're going to take a couple out of the guardhouse area and relocate them because there's quite a few over there.

Mr. Diaz: Yes, there was too many of them by the school.

Mr. Baldis: Yes. We also met with the principal at the school about putting in a monument sign there to announce events at the school and different events that the District may have.

Mr. Diaz: Can you elaborate a little bit more on that Dennis?

Mr. Baldis: Well, it's going to be a partnership, the design of the sign is going to resemble the entrance feature sign, it will be a LED screen, they can have several types of announcements on it with photographs.

Ms. Felipe-Ochoa: And where exactly would they want to put that?

Mr. Baldis: It would be in front of the school on the easement there, in between the two entrances, that's the location that we're looking at right now.

Ms. Felipe-Ochoa: How much would that be?

Mr. Diaz: Ok, well the principal called us in, and they said they have \$18,000 that they can spend on this project, the additional project they were going to put in there, I didn't really care for, which was a one color message board that schools typically have. They have obviously a better option which basically comes out to a screen, so we looked at having the CDD, the school and the church that's there on Sunday's to all contribute to upgrade to that type of thing and then we would all use it for messages for the community, for the school and for the church.

Ms. Castro: Is it consistent with the existing monuments that we have?

Mr. Baldis: Yes, it's two pillars, concrete block, stucco, very similar.

Ms. Castro: Is there any way that you can bring this picture or presentation to our board so that we can have a better idea of what it looks like?

Mr. Diaz: Well, that's what I was trying to get at, yes, and the purpose of this discussion is so you're aware that they're offering this, and it's on the table of what they're offering, but they have to spend this money before the school year ends or they lose it.

Ms. Castro: Ok.

Mr. Diaz: So this is earmarked for that and it would take away the banners that are currently there.

Mr. Winkeljohn: Ok so we could do that.

Ms. Castro: We also need to look at the cost because they are the ones that are more interested in this project than we are, because my comment would be, because

they are the ones that are more interested in it, we shouldn't put more than 50% of the cost into it, so we need to look at cost.

Mr. Diaz: I agree.

Mr. Winkeljohn: Well, whose land will it be on?

Mr. Diaz: Ours.

Mr. Winkeljohn: So that's our contribution, which was my understanding.

Mr. Diaz: Originally it was, but when they decided they wanted to, for \$18,000 what they were going to get was the monument thing and the cheesy screen, I call it.

Ms. Elliott: Why is this necessary, what purpose does it serve for us to do so?

Mr. Diaz: For the District for town hall meetings, to inform the community and announcements that we have to make and right now this is just for discussion to start opening the door for discussions because they brought it to our attention.

Ms. Felipe-Ochoa: So I think that's definitely something we have to see before we can give any kind of consent or put money towards it, or whatever we decide to do.

Ms. Elliott: Ok.

Mr. Diaz: Ok Dennis, thank you.

Mr. Baldis: I also wanted to let you know that the golf cart is back from the repair shop with the same problem.

Ms. Felipe-Ochoa: So the brakes don't work?

Mr. Baldis: No, the brakes work fine.

Ms. Felipe-Ochoa: Ok so then it's the battery?

Mr. Baldis: No the brakes don't release, so it just stops.

Ms. Felipe-Ochoa: So that's a battery problem then?

Mr. Winkeljohn: Well, it wears the battery down.

Mr. Baldis: We're waiting to hear something from them on that.

Mr. Diaz: They couldn't find the problem the last time, but they said they would pick it up for free.

Mr. Baldis: That's all I have, unless you have any questions.

Mr. Winkeljohn: Thank you Dennis.

D. Manager

Mr. Diaz: Alright, and I think we already took care of Paul's report earlier in the meeting.

THIRD ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Diaz: Moving on to Supervisors Requests and Audience Comments, and there being no audience today we can move on to Monica?

Ms. Elliott: No comments at this time.

Mr. Diaz: Ok, Kim?

Ms. Felipe-Ochoa: No.

Mr. Diaz: Nothing for Kim, then Sonia?

Ms. Castro: Yes, I do. I know that the board gave me direction during the last meeting about the item for Major Kennedy and the finger foods and coffee, but the more I thought about it, the more I disagreed with the idea of making him fly over from North Carolina to have coffee and sandwiches and have him standing over at Friendship Park for 15 or 20 minutes and so I went ahead and got some quotes to have food delivered from The Big Cheese, we have three different choices, along with a salad and the rose and along with linens and a bartender and a server and I did this with Brian's input but since everybody in the community is invited and the police force is invited, I wanted to make it pretty and I don't want it to just be our mismatched 59 chairs and tables without linen. So I went ahead and I got some invoices ready for you guys. I also ordered a three-tiered cake with our logo and cop car with a Dunkin Donuts cup on top with a little donut and the badge and I have the estimated price for all of this. In order to keep the cost down I thought about making the center pieces myself and I would like the board to give me some input and tell me if it's ok. The total number for just the cake, the food with the linens, the bartender, four cocktail tables

with everything would be \$1,649. Then I went to BJ's and I got the drinks, the cutlery and everything, so everything comes out to just under \$2,000 for 100 people.

Ms. Felipe-Ochoa: Well, I agree with what you're saying because the poor man has to fly here and I don't think finger foods are appropriate.

Mr. Winkeljohn: Well I think you may want to consider and perhaps characterize this event as a Waterstone appreciation event, even though we're identifying one individual I think the catering and such, all the off duty officers should be invited and that sort of thing, so it might be a good idea to characterize it as a benefit to all the officers.

Ms. Castro: Yes, it is.

Ms. Elliott: Well, I'm ok with it.

Ms. Felipe-Ochoa: Yes, and that's only one place you're getting the food from, let's make it a little bit different. I'm not an Italian person, so the only thing I eat is pizza, so I'm not a pasta person, so I don't know if we could get to somebody like Big Cheese who would give us, we might as well go to another restaurant that is a little bit more designed to cater to the level that we would want to be catered.

Ms. Castro: Well I went to the The Big Cheese because they catered our Christmas event here and the food was awesome. This is what the menu looks like, it's a pink shrimp penne pasta, with the pink sauce, and sautéed chicken in a lemon butter wine sauce with linguini and spaghetti with meatballs for those who are more traditional, along with Caesar salad, and the garlic rolls and we did this because they do give us a discount, they do not charge us for the tax, and the food was really good and the fact that we're getting everything from the one place, will bring costs down.

Ms. Elliott: And it's a local restaurant which I like.

Ms. Castro: Yes.

Ms. Felipe-Ochoa: Oh I forgot they're here now, I forgot that they're in Homestead, ok and I guess the rest of the board can decide, but as I said I'm not an Italian person.

Ms. Elliott: Whatever the girls work out is fine with me.

Mr. Diaz: I defer to Sonia since we put her in charge of this event.

Mr. Winkeljohn: Sonia, would you like to put a not to exceed amount into a motion, so we can move this along?

Ms. Felipe-Ochoa: So what is the exact cost?

Mr. Winkeljohn: Well she did say about \$2,000.

Ms. Felipe-Ochoa: Ok.

On MOTION by Ms. Felipe-Ochoa seconded by Ms. Elliott with all in favor, accepting the proposal from The Big Cheese for the Major Kennedy Waterstone presentation not to exceed \$2,000 was approved.

Ms. Castro: Thank you very much.

Mr. Diaz: Sonia, do you have anything else?

Ms. Castro: No, that's it, thank you very much.

Mr. Diaz: Thank you. Then for my items, I have just two quick items and updates. For those of you who don't know we've hired Maria Rosanna over there and Maria is a full time worker here, she is here Monday through Friday from 10:00 a.m. to 7:00 p.m. and she sets all the appointments and all the questions get fielded to her and she's a great big help here and things have gone very smoothly, the only thing is we put out a little over 700 letters, basically all the Boulevard was sent letters as of last Friday, but we've only registered up to now about 90 cars, and there's about 105 in the queue, they have been registered but haven't been issued, so roughly about 200 cars have responded to those letters, so we really need more people at this end because I have a feeling that we're going to get a bottleneck or a lot of people towards the tail end of this, even though we have a schedule of mail out dates, I've asked Paul to increase it ahead of time so that we can get all the people who don't procrastinate up front, now that we're not that busy as you can see. This isn't part of the regular management service, and we were looking at even doing it here, but there was going to be a cost, so it's an

extra burden on Paul's office, so they're charging us .50 cents per envelope, for the whole thing, which is labels, etc.

Ms. Felipe-Ochoa: I thought that was already budgeted from the last meeting, but maybe I'm not thinking about the right thing. The username and passwords, that's what you're referring to?

Mr. Diaz: Correct, the letters that go out to the residents, right. Just so you know, Paul has to take that letter, print them out, print out the equivalent labels, put the labels on the envelope, match the letter with the envelope and put a brochure in there, seal it, stamp it, and send it out in the mail, for each one of those and so far they've done 700 of those and I think they have another 200 ready in queue.

Mr. Winkeljohn: Well, 200 will go out tomorrow.

Mr. Diaz: Ok, so they'll go out tomorrow which is Portofino Palms and another community.

Mr. Winkeljohn: Yes, and it's not really an assembly line type mailing because the label has to match the actually letter specifically or the password won't match, so the mail merge isn't just a big deal, but it's also a two-sided letter, it's Spanish on the other side, so it's time consuming.

Ms. Felipe-Ochoa: Ok, I get it.

Mr. Diaz: So if we could get it out even quicker Paul, by all means let's get them out.

Mr. Winkeljohn: I could have them done probably by the end of next week.

Mr. Diaz: Even better.

Ms. Felipe-Ochoa: I agree.

Mr. Gonzalez: Yes, my name Ed Gonzalez, we were hired through Continental and her schedule is Monday through Friday, 10:00 to 7:00, that's what she was hired for, any additional hours would be at overtime.

Ms. Felipe: So Saturday and Sunday, no matter if we made her days off on Tuesday and Monday, then we could swap them out for Saturday and Sunday?

Mr. Gonzalez: No.

Mr. Diaz: Well, just from a customer service perspective, keep in mind that her only job is not just issuing these passes she's also fielding phone calls and emails and walk ins that come in here that don't necessarily have access to a computer, so she's helping those out too and those are actually during the week days.

Ms. Felipe-Ochoa: Alright, I just wanted to ask.

Mr. Diaz: No problem, good question. So we're ready to go, we do have some glitches in the program that we've been working through and by Monday they should be all corrected, right Paul?

Mr. Winkeljohn: Yes, and Alex is the expert in customer service and he wants the site to be as perfect as possible, and that's very expensive and time consuming, but on the other side, as you make changes you can often break things that were working, one of which has happened and we don't know why, but the pay pal isn't loading back in and it's supposed to send a message back to our data system saying it's paid and that's not showing up, so a quick fix to that is we can generate a report easily from pay pal that the staff can just look at the report and it will ultimately get fixed but we don't want to stop business for that particular reason.

Ms. Felipe-Ochoa: So the band aid for that is to just print the report?

Mr. Winkeljohn: Yes.

Ms. Felipe-Ochoa: Ok, and that's being done daily?

Mr. Winkeljohn: Well you can see it live, you can look at it live, we can just look up the pay pal account.

Ms. Felipe-Ochoa: Awesome, I just wanted to have that clarified, thank you.

Mr. Winkeljohn: Ok.

Mr. Diaz: Ok, so that's the Waterstone express pass, and the other item I have is the Waterstone Living, I also have to keep track of that, and we have a deadline and we have a new accounting policy for the advertisers, which is they have to pay us up front, and I think that will help Kim's concerns of how much money we're taking in versus how much it costs us for the magazine and Paul said it would make it easier for him and his staff as well.

Mr. Winkeljohn: Yes, I prefer that.

Ms. Felipe-Ochoa: Right, and so when you guys were talking about the mailing, remember we discussed last month that big charge for the printing and that was only for the brochures, or that was for the printing of the letters that are going out?

Mr. Diaz: That's for the brochures, all our print materials, which is brochures, letters, stationary, envelopes.

Ms. Felipe-Ochoa: And stamps?

Mr. Winkeljohn: No, stamps are at my site, I meter yours and goes on your management bill, anything you email, etc.

Ms. Felipe-Ochoa: So that cost that I believe it was over \$2,500 that was that piece?

Mr. Diaz: Right, so again if you know anybody who wants to advertise they have to let me know by tomorrow. Ok so that's all I have.

FOURTH ORDER OF BUSINESS

Adjournment

Mr. Diaz: So if there is nothing else, a motion to adjourn would be in order.

On MOTION by Ms. Castro seconded by Mr. Cooper with all in favor, the Meeting was adjourned.
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Secretary / Assistant Secretary

Chairman / Vice Chairman

NOTES:

*~ Please note that the Town hall meeting is scheduled for 4/22 at 7pm; however Paul does not want to advertise this meeting unless something changes – he will let us know if we need to advertise
Jennifer*

Agenda Items:

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