

**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 26, 2009 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
Curtis Cooper	Assistant Secretary

Also present was:

Michael Pawelczyk	District Attorney
Paul Winkeljohn	District Manager
Dennis Baldis	Governmental Management Services

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Diaz called the meeting to order and called the roll

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes from  
the November 20, 2008, January  
22, 2009 and February 12, 2009  
Meetings**

Mr. Diaz: Moving on to the second item on our agenda which is the Approval of the Minutes from the November 20, 2008, January 22, 2009 and February 12, 2009 Meetings. Has everyone had an opportunity to review the minutes? I have a couple of changes Paul, but I think I'll give them to you after the meeting.

Mr. Winkeljohn: That's fine.

Mr. Diaz: Ok so if I could entertain a motion to approve all three sets of minutes, subject to the changes being submitted.

On MOTION by Ms. Felipe-Ochoa seconded by Ms. Elliott with all in favor, the Minutes of the November 20, 2008, January 22, 2009 and the February 12, 2009 Meetings with submitted changes from Alex Diaz were approved.

**THIRD ORDER OF BUSINESS**

**Acceptance of Audit for Fiscal Year Ending September 30, 2008**

Mr. Diaz: Ok the next item is Acceptance of Audit for Fiscal Year Ending September 30, 2008.

Mr. Winkeljohn: Yes, Mr. Chairman, Keefe, McCullough & Co. audit was concluded and we have received the management letter as well as the official audit. At this time I can take any questions about the audit, but we've been through this a few times now and two of you have seen three audits, some of you have seen at least two. Basically the audit carries out a number of statutes that tell the auditors what the standards are that a CDD has to meet accounting wise. They describe what those are in detail, they reference the statutes that they do or do not follow and they also conclude all of that into a letter to the board of supervisors as well as what is called the management letter. The management letter is in the booklets under page 26 and basically in this letter as I just described it talks about which section of code they follow from the auditing standards, but it also identifies anything out of the ordinary that needs to be addressed either through management or through the board to you directly and in reading that letter you'll notice there are no items of concern so it's a clean, good audit. So at this time there is really nothing to discuss unless you have a question about anything in the audit, other than the board's action to accept the audit into the record by motion.

Mr. Diaz: Are there any questions from the board?

On MOTION by Ms. Castro seconded by Ms. Elliott with all in favor, the audit for Fiscal Year ending September 30, 2008 was approved.

Mr. Diaz: Next item Mr. Manager.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

Mr. Winkeljohn: That brings us to Staff Reports, Mike?

**A. Attorney**

Mr. Pawelczyk: Yes, there were a couple of items real quick and one of the items that you asked all of us to look at is the South Florida Water Management District bridge over the C-103 end canal for purposes of possibly landscaping or doing some improvements around the bridge. What there is, is there is no easement, they have issued a permit and I guess the permit is essentially in the hand of the District now, which has certain conditions and basically it says we can't put anything there right now, but it is a permit. Juan Alvarez, your District engineer, has obtained the information on the local contact person for South Florida Water Management District who's responsible for that canal and his feeling and mine as well is, there probably won't be an issue as long as you don't restrict their access to the canal for maintenance purposes. So I think once the board determines what that is, what improvements you're thinking about doing, we could run it by South Florida and they can make a determination as to whether or not they're going to let us do it or not, but that information was forwarded to Paul and Dennis and myself this afternoon. Juan and I talked about it this morning.

Mr. Diaz: And what's Juan's feeling? Is it basically that he wants to know more whether there's going to be an obstruction or not?

Mr. Pawelczyk: Well your permit basically just allows you to put the bridge there, so if you're going to get there, because that's their property, we don't have an easement as I said.

Mr. Diaz: Well my issue isn't with their property it is when they brought this about.

Mr. Pawelczyk: Well just so you know, we didn't discuss this at a meeting, the only thing that was talked about was to obtain information on an easement or whatever we have that authorizes us to put that bridge over the canal.

Mr. Diaz: Ok, but there is land before you get to that easement that we own, is that it?

Mr. Winkeljohn: Mr. Chairman, part of the permit had a drawing, a survey drawing that identified the construction space of the bridge, it also identified L-shaped corridors parallel to the roadway that turned the leg of the L which turns parallel to the canal, so it's an L-shape on all four quadrants and it's described in pretty good detail and it's to the foot on the survey of what that space is and it's wider than a normal road access because it has to have an arc for a trailer vehicle if you could see the way they designed this passageway. So there are two things that we learned from that, one of which is the spaces that they do not address that are either clubhouse property, CDD property, or a private homeowners property, basically meaning that South Florida Water Management doesn't have the ownership of it as part of their canal or that we haven't entered into an agreement with the restriction of that space, so there is land, and Dennis went out there today to look at what areas would be available to plant immediately from a standpoint that, ok this is our agreement we can do anything we want outside of this agreement. The second thing that I would point out is that if you follow the drawing, it has a hatch mark that shows a path a vehicle needs to be able to take and it spells it out that's what it's for and the little square parcel isn't arced like a driveway, there is space that can be discussed with South Florida Water Management that is outside of the driveway arc, but inside the little L-shaped square space that's identified. This piece of paper that I'm holding shows this and it starts the discussion more intelligently than no, you can't plant anything near our bridge, so this is a really big first step, this is what I was hoping to find and we thought it might be in, like Mike said, language of an easement, but it's not, it's more of a permit and these are the restricted areas for your construction and it's the same thing, we're still under the permit, to have a bridge over their water you have to meet these conditions.

Mr. Diaz: Right and there's the secondary issue of utilities which might be in the area and just to give a little bit of background to the rest of the board, I had asked Paul for this because we are currently looking to relocate I think it's upward to 30 different trees

because of the widening of the roads on Waterstone Way and Waterstone Blvd. and we had always discussed about putting some type of tall feature by the bridge because there is no landscape buffer over the bridge and all you see is the clubhouse on one side, homes on another, and everyone agrees that it needs something there, but the problem is, the restriction of South Florida Water Management and their easement agreement so I guess this is the first step. Now the secondary issue with that is utilities and the third issue I have is going to be our time constraints, these things need to be relocated pretty quickly. Do you think we could make it within let's say the next couple of weeks, three or four weeks?

Ms. Felipe-Ochoa: Excuse me Mr. Chairman, it sounds like we need permission from the South Florida Water Management District, so we go back to them, we got step one, what's step two?

Mr. Pawelczyk: Mr. Chair, I think whether we need permission or not, I think we need to talk to them before we put anything in there because like Paul said there might be utilities that run under that bridge that we just don't know about, we don't know where they are, so I think this contact is the direct contact for the person responsible for that canal, so that's a call that can be made after the meeting.

Mr. Diaz: Can I make a suggestion to staff, can we not deal with the lower end contacts of South Florida Water Management and maybe reach out to their attorneys or someone who reports to the board?

Mr. Pawelczyk: With a due respect Mr. Chair calling their attorneys is a waste of time because what's the attorney going to do, he's going to call this person, because he doesn't know anything about this and there is no legal issue at least that we can see.

Mr. Diaz: Again, you don't have the benefit of the background but we've had background with the gentleman that is in this area and let's just say that he's not very cooperative, so maybe someone from the West Palm Beach office would be.

Mr. Pawelczyk: Ok, how about Beverly Miller?

Mr. Diaz: Well you could follow up and maybe report back at the next meeting, would that be feasible?

Mr. Winkeljohn: Yes.

Mr. Diaz: Ok.

Ms. Felipe-Ochoa: Mr. Chair I have a question for Dennis and Alex since you guys have all been working so diligently to get the construction project where it needs to be in removing those trees, is there any other location we can put those trees temporarily because they're going to have to be removed anyway, is that the thinking here? Or are we going to leave them there long term?

Mr. Diaz: Well, we thought about that option of removing them, staging them someplace, but every time you transplant them like that, you risk the chance of losing them and we're paying a lot of money to relocate them.

Ms. Felipe-Ochoa: Right, I know there's a risk, so this would be a permanent solution?

Mr. Diaz: For four trees, yes, but there is still another 26.

Ms. Felipe-Ochoa: So there's still another 20 plus trees?

Mr. Diaz: We've got locations pretty much for all of them I think at this point, right?

Mr. Baldis: Yes, that's correct.

Ms. Felipe-Ochoa: Ok so the issue is of a matter of only four trees? Is that correct?

Mr. Diaz: Yes, we're just trying to utilize this space.

Ms. Felipe-Ochoa: And which side of the buffer would that be on?

Mr. Diaz: Every corner.

Ms. Felipe-Ochoa: So you want to place one tree at every corner?

Mr. Diaz: Right, like for example, we have these bismarks, the big fan trees, they're great landscape buffers, so the idea was to put one in every corner and then that would be the focal point as you're going over the bridge, not the buildings or the homes that are behind it.

Ms. Felipe-Ochoa: So just the one tree, are you thinking with additional landscaping around the tree?

Mr. Diaz: Yes, but again it depends on the space that they're willing to allow us to plant them.

Ms. Felipe-Ochoa: Ok so would we need a survey to really distinguish which areas are ours and which are theirs, specifically? I know you have that outlined there in some way.

Mr. Winkeljohn: Mr. Chair, Dennis and I, when I saw this drawing it started my thinking right away, South Florida Water Management makes a living out of saying no because they protect the waterway, that's what they do, so their easements or space that is designated under their direction, they don't usually allow a lot of variety. I think we can identify what you're looking for, a space that's not in this box and put them in and go.

Mr. Diaz: That's the objective.

Mr. Winkeljohn: I think that's what we're really trying to accomplish and one day down the road if we're able to discuss further with them about more landscaping, I think trying to negotiate that when we're desperate will only be unsuccessful, because they're just going to outlast us and say no, and then we're going to be up against the clock and they're not, so I would say, we know the space, we have a permit that says where the lines are, let's see if we can put trees in very quickly to accomplish the board's goal and not get into a discussion with them that's unnecessary at this point and then down the road, look at other options and not antagonize an issue that we don't have time to deal with really at this point, so that's my suggestion.

Ms. Felipe-Ochoa: Mr. Chairman, so there is space there?

Mr. Winkeljohn: I think so and the further away you are from an object, the less you're going to be able to block it because of the angle of the roadway and the site lines, you're not going to be able to obscure it, but what we try to do is soften it. Putting these trees in there, anywhere in the area that isn't theirs, I think we'll begin to do just that. Long term, the best screening is up against those properties, so you would go to the homes along their fence and look at ways to plant clusters of tall soft palms or plant landscaping and do that later, but the use of these bismarks is because they are more visually appealing

and they are more up front signature trees, I would put them just like you're thinking in four spots outside of this little box area and I think you'll be in good shape.

Mr. Diaz: Yes and that's the objective.

Mr. Winkeljohn: And Dennis how do you feel?

Mr. Diaz: I'm sorry, I can't hear Dennis, could you please pass the microphone to Dennis, Mike?

Mr. Pawelczyk: Absolutely.

Mr. Baldis: We're just going to have to go up and make sure where those areas are. You can identify it because of the bridge, and you have a starting point to measure from. I looked at it today, and you can measure it out, it's pretty clear on here.

Mr. Diaz: So you're saying yes?

Mr. Baldis: There is room there to put them there, yes. So what I'll say is, if you're trying to block that building, I don't know where you're going to be able to put there that will accomplish that, unless you put it on their property.

Mr. Diaz: Well what I'm saying is, the closer to the road you are and the closer you get to the bridge, the more it acts as a buffer, the farther away from the bridge would be less of a buffer.

Mr. Baldis: Right and it measures off the sidewalk 26 feet and then 46 feet, so that's what I'm saying so you're pushing it off the road, away from the vehicle instead of up close.

Mr. Diaz: So we would need more of them to accomplish that.

Mr. Baldis: If there's room.

Mr. Diaz: Right, if there's room. Ok next item.

Mr. Pawelczyk: I think their rationale is that they don't want anything up against that, like trees that could potentially get in the waterway, just like we have the lake maintenance easements, it's the same principle and so I think that's their theory and all those canals are barren and there's nothing on their property. Another item I have is at the last meeting you approved the agreement Broadband Agreement Specialists, subject to comments and we sent our comments to Jay Abbazia earlier this week and I expect them

back and I should get them back tomorrow, hopefully a signed agreement, but his agreement was more tailored towards private HOA's so we had to tailor it toward the CDD, so I expect to hear from him. At the same time, Mr. Loftus at Comcast is now calling me and checking on the status of the agreement, but I've been so busy I haven't had a chance to call him back.

Mr. Diaz: So Mr. Lotus is not aware that we've retained the services of Mr. Abbazia?

Mr. Pawelczyk: Not yet, but I suspect at the time of my call back will be coincidental with me receiving the agreement with Mr. Abbazia, executed, so I can report to him at that time. I think that might be all I have to report.

Mr. Diaz: I wanted to ask you about the licensing agreements?

Mr. Pawelczyk: Oh yes, I can report on that quickly, their association lawyers are looking at them and when we get those back if there's some comments we'll make the changes, finalize it and get them executed.

Mr. Diaz: Thanks Mike. Ok Mr. Manager moving on with the engineer staff report.

### **B. Engineer**

Mr. Winkeljohn: Yes and just to bring you up to date on the project and what the engineer has been doing, the final civil drawings were complete for the two gates that needed additional widening design. We did a site plan to get through the city but to actually finish plans and submit them to the county and the city, they had a couple weeks worth of work to do and that's been completed. The plans were submitted to the county, the building department, the traffic department and if you remember we had already gone through the city for architectural dry run, and we submitted water and sewer to the city also, so plans are at all fronts. I was informed today that DERM, the county departmental of environmental resource management, is also going to review these gates because anything in this particular area is close enough to protective areas that it needs to go through that review. I don't know the impact on that, but it's probably another week or so of review that we're going to have to deal with. We have submitted the plans, the civil drawings to the civil contractor for his take offs and we've pulled out some pieces of the

architectural plans that the civil engineer would be responsible for, long conduit runs for instance, to bring electric and the other utilities on to the two gate sites, those are under either electric or plumbing, the trade sheets of the architectural plans and we pulled those out for a pricing standpoint and we've issued an addendum to the bidders that those would not be bid on, so those are the types of things that we have been working on.

Mr. Diaz: I'm sorry, the bidding packages included a conduit run or they didn't?

Mr. Winkeljohn: They would yes, like the plumbing sheet would have a water line and a drainage line, the installation of those lines, not the connection, but the installation of them underground is best suited to a civil contractor and so we already have one, and we have one that's going to do the widening so they would do that piece as well, so to me it's much better because a plumber probably wouldn't want to do that long of a run and have asphalt repair and things like that. Whereas the economy of having a civil contractor who does that and has his own equipment would be able to do it today as we speak and that kind of thing and it's much more efficient and it's normal to pull that out.

Mr. Diaz: Let me ask you while we're on that topic, how far are we in the permitting process for JVA to start the Waterstone Way and Waterstone Blvd?

Mr. Winkeljohn: I don't know exactly and the reason I don't know is because some of the things we've been able to get permitted for the school area widening, they didn't review it as closely as they are this time it appears. They looked at a few things after the fact, as you may remember, county traffic approved our plans, and then the city asked them to look at them again and they looked at them again and you saw what happened, because this project has had a year and a half of review they're willing to look at the widening at the same time as everything else, so it's not going to get the benefit of just a little widening project like it did the first time around, so I can't say that it's going to be much ahead of anything. What I'm going to do is try to figure out a way to get it ahead by asking DERM if it's ok if we start the civil, traffic is ok with it if we start the civil, because they've already seen it and I think that they will nod quickly by email and the city would do what they did hopefully last time by taking an email from the traffic department, from DERM, from fire, to let us go ahead with that part.

Mr. Diaz: Now there's nothing they can do without a permit right?

Mr. Winkeljohn: Correct.

Mr. Diaz: You can't remove or demolish anything?

Mr. Winkeljohn: Well we have a tree permit.

Mr. Diaz: No, I know we have a permit for the trees, but let's say to remove the curb?

Mr. Winkeljohn: Well sometimes you can apply for your demolition permit and they'll allow it, sometimes.

Mr. Diaz: I'm just trying to figure out the timing, because they're about done.

Mr. Winkeljohn: Yes, they are supposed to be finished essentially March 6th, they've completed asphalt today, they're cleaning up today and tomorrow, there will be a temporary striping maybe Friday, which is tomorrow, so early next week and then it will be a 30 day curing time on the asphalt and then there will be final striping, so yes they will be done.

Mr. Diaz: I just don't want to waste any time.

Mr. Winkeljohn: If the civil had been designed at the beginning, we could have submitted it a long time ago and been fine without planning and zoning because the civil could have started. So basically that's an update on our construction project. It's really complicated this time because we have plans in four or five different departments, different portions of each set of plans are in different departments, so it's a difficult coordination job making sure that each person is doing their portion and nothing is being missed, but we're communicating pretty regularly with both of them, so that's the engineers update for today.

Mr. Diaz: Very good, moving on to field manager's report, Mr. Baldis.

### **C. Field Manager – Management Report**

Mr. Baldis: Thank you. I ordered the fence out here behind the clubhouse, they're waiting to get a permit to install that which is one of the items you gave me from the last meeting. As you can see we purchased the flag, that's also here. The trench repairers, I was just told that we were hoping they'd be completed today, but they're not, they're

going to have to come back tomorrow to do the repairs, so all the repairs of the damaged fence and the installation of the new fence, the bottom wire in all the areas should be completed by tomorrow. The light pole in front of Portofino Lakes, I spoke to a gentleman from FPL this morning and he told me that he has provided a quote for FPL to take that pole out which they insist on them taking it out because it's their pole and it's part of an agreement they have with their HOA.

Mr. Diaz: Wait a second, FPL is providing a quote for FPL to remove their own pole?

Mr. Baldis: No it's for the community, they're asking for that community to pay for the removal of that pole. If you remember, the initial quote, when we asked the Portofino Lakes homeowners to remove it, it was \$1,200 to \$2,000 and then we went out and got our electrician to provide a quote for \$440 and we provided that to them. That started a conversation with FPL where they said, that's our pole and you can't touch it, and no one can take it out but us. Well they have been going back and forth with FPL and I spoke to the gentleman today and he has provided them with a new quote, not \$1,200 or \$2,000, but it's actually now \$400, which they've received and they will now make a decision on how to proceed with getting that pole out of there because it's going to affect their agreement they have for their entire community, one less pole because they've been paying electric and all those other issues. So hopefully within the next few weeks that pole will be relocated somewhere else. I guess everybody's pretty much seen the landscaping out at the road widening project, it's almost complete, there are a couple of areas that we haven't finished that we talked about today and we'll be moving forward with those shortly and the center median was originally going to be plantings and then it was going to be just brick pavers and now it's going to have a small row of hedges along that median, 18 to 24 inches high.

Mr. Diaz: Just to give a little bit of background because I was part of those conversations, I think the traffic engineer had concerns that people, especially with SUV's or high clearance vehicles would go over the median if they only had pavers on it, so they won't have to make a right turn and make a U-turn and go back the other way, so that's

why they wanted to go back to putting landscaping instead of pavers along that thin strip right by the school.

Mr. Baldis: Correct and that plan was designed today so we'll have a quote for the next meeting or however we're going to handle that. I only have one issue of concern and that is there are some bushes in the median that I'm concerned about that may cause a sight hazard that I think we need to look at and think about changing, so I'm just going to look to see if there is something else we can put in their besides those hedges but that's all I have to report today.

Mr. Diaz: The only point I would like to make is that it's not just pick a tree, that's the one we like and put it in there, it needs to go through our ValleyCrest arborist and then let her say, yes that tree will make it in that location and all of them will fit it's just a matter of maintenance with the roots, there are issues with the roots maybe bringing up the pavers in the future.

Mr. Winkeljohn: Well there's no action at this time.

Mr. Diaz: Ok well this is a picture of a silvester that we're passing around right now.

Mr. Cooper: And speaking to Corrine today, basically what she said was whatever tree we decided to put in there, make sure that it's got a good warranty on it.

Ms. Felipe-Ochoa: Good idea.

Mr. Diaz: I like the silvester, especially if you up light it. Ok next item.

Mr. Winkeljohn: Anything else Dennis?

Mr. Baldis: No sir.

Mr. Winkeljohn: Thank you.

#### **D. Manager**

Mr. Winkeljohn: Ok, we did have one item and it probably should have gone under attorney, but Portofino Lakes also faxed a letter recognizing that the encroachment agreement that was signed with them for their fence, there was never a fence installed, they never installed a fence on our property, or vice versa, so they wondered if this executed agreement could be abandoned.

Mr. Diaz: They wanted to get out?

Mr. Winkeljohn: Yes.

Mr. Diaz: Does anyone have a problem with that? Portofino Lakes is one of them, it's Portofino Lakes, Portofino Oaks and Portofino Point.

Mr. Pawelczyk: It doesn't matter now, so why don't I just go ahead and prepare something because that document has been recorded in the public records, so I need to prepare something to fix the title issue, so I'll bring it back at the next meeting and that way I can confirm that it is Portofino Lakes and get the right names and everything. So, I'll bring that back to the next meeting and it will be part of you package.

Mr. Diaz: Ok and a little bit of background on that, we have an encroachment agreement for the back of Portofino Lakes, Portofino Oaks and Portofino Point. It is the western perimeter between our community and Malibu Bay community which is the Stonegate Community Development District, but basically we gave encroachment agreements with all the different HOA's in those areas so that we wouldn't have to maintain basically behind people's homes. Nobody actually sees it except those people and we felt that if they wanted to put a fence all the way up to the property line, that 15 feet, they can go ahead and do that and they maintain the land and everybody is happy. Apparently Portofino Lakes is one of the communities that doesn't cut the backyards and was having issues with trying to maintain the grass. So I guess they have issues with maintenance I would imagine is the only issue they would have with this encroachment agreement is that they have to maintain it and it's probably not getting maintained so they're asking to get out of the agreement, so that we would have to maintain that area then. Ok then next item Mr. Manager.

## **FIFTH ORDER OF BUSINESS**

## **Supervisors Request and Audience Comments**

Mr. Winkeljohn: That brings us to Supervisors Requests and Audience Comments.

Mr. Diaz: I do have a question, this is really more referred to Dennis, do you know when the signage is going to be put in place for the road widening project?

Mr. Winkeljohn: Within the next two weeks that will all be done, that's my understanding.

Mr. Diaz: Ok. Kim, Monica do you have any questions? Sonia? Curtis? Ok yes, I have two items, number one in preparation of our town hall meetings I had Mr. Anderson draft up something we could use as a banner to be used every year. What you see before you is one of the banners, which is probably the more ideal design and then Kim if you could help me. I was thinking more of a banner like this one where we could put up a temporary pole and put them at the exits.

Ms. Felipe-Ochoa: Whatever one you do you need to make sure that it's got very bold print so people can read it.

Mr. Diaz: Right and that was my issue with the other one, that there was not enough contrast and it was really difficult when you pass by to read it.

Ms. Felipe-Ochoa: Well I like the background on this one, but I like the print on that one because it's easier to read from a far distance.

Mr. Diaz: Ok well it was just an idea I had, and we have time.

Ms. Castro: So, bigger print, on that background.

Mr. Diaz: And it's going to have to be horizontal like that.

Ms. Felipe-Ochoa: Mr. Chairman?

Mr. Diaz: Yes.

Ms. Felipe-Ochoa: If I may please, with that idea that Mr. Huggins gave us, with maybe putting a couple of those on the poles, I would like to entertain that idea, not every single pole in the community of course, but maybe just scattered throughout the community and maybe able to take out that time and date so we can use those for the future if that would be possible, but I don't know. I just want to maybe expand on that idea a little bit.

Mr. Diaz: I don't see why not, it's going to be a lot more than I had anticipated, but you can re-use them every year.

Ms. Felipe-Ochoa: Right and I like that idea much better and then since we do have the hardware on those poles currently from the Christmas decorations then we could have that for a few years to actually advertise for our town hall meetings.

Mr. Diaz: So where are you thinking about, between the Boulevard and both sides of Waterstone Way type of thing?

Ms. Felipe-Ochoa: Yes.

Mr. Diaz: Well would you like to set a budget and give direction to Dennis?

Ms. Felipe-Ochoa: Well I would just like to entertain that and see how much it would cost first and if it's even viable that they are able to take out that date and that way it will say, town hall meeting, really bright, and wherever we decide to put that, and that's another thing because we may not be able to have it there every single time, so I just wanted to know if we could do that with the pole banners.

Mr. Diaz: Alright why don't we give direction to Dennis to get some prices.

Ms. Felipe-Ochoa: That's why I want to just expand and research that if we could  
Mr. Chairman.

Mr. Diaz: Ok that's one thing which was the banner, the second issue was as we get closer to the guardhouse project I thought it would be appropriate to start thinking about registering all these vehicles and something that Paul had today which he didn't mention at today's meeting, is that he had a meeting with the security consultant today. At that meeting he was able to provide us with the actual decals that will be placed on the vehicles and they are a lot smaller than I thought.

Mr. Winkeljohn: Yes, they are about the size of a stick of gum.

Mr. Diaz: It's more like a tag for Christmas or a mailing label.

Mr. Winkeljohn: Yes, like a mailing label, that's actually a better description.

Ms. Felipe-Ochoa: Mr. Chairman?

Mr. Diaz: Yes.

Ms. Felipe-Ochoa: If I may, Paul those go on the outside of the side window?

Mr. Winkeljohn: Inside.

Mr. Diaz: Inside on the windshield.

Mr. Winkeljohn: They stick to the windshield.

Ms. Felipe-Ochoa: Ok on the windshield, not on the side window?

Mr. Winkeljohn: No, on the front left corner, let's say if you're the driver, in that little corner towards the edge of your dashboard that you can barely see as you're driving, right above the VIN number, so right in that area and we'll identify a specific mounting layout for it once we figure out where it all lines up, so we'll look at it.

Mr. Diaz: Anyway, what I was getting at was what I thought about starting a committee.

Mr. Winkeljohn: It's interesting, when I emailed the specs to the reader I mentioned to Alex that there are some vehicles, certain Lexus, certain Mercedes vehicles that have a leaded windshield still, they cannot use this decal, they have to use something more like the Sunpass transponder card, but there is an alternative and we'll get a couple of them, because there are some commercial vehicles that we've promised these decals to that would also have a leaded windshield because of impact and some different reasons, so there will be some vehicles that it just doesn't work for.

Ms. Felipe-Ochoa: Mr. Chairman, the question I have is, do we need to make any sort of decision as to facilitate or get the process going to start registering these cars?

Mr. Diaz: Yes, that's what I'm getting to. What I'm proposing is that we start a committee with a board member heading that committee and have a board member from this board chair that committee and on this committee what I would like to see is different managers from all the different communities and anyone who is going to be in the registration process along with the security consultant so that we can start establishing a bunch of ideas and rules, policies and procedures, how we're going to get 4,000 cars estimated registered before the guardhouses are up.

Ms. Felipe-Ochoa: Can't we get this information from each HOA?

Mr. Diaz: Yes, but there needs to be a systematic process, we need to be all on the same page because as you know, the second portion of this public safety initiative is to try and identify those who haven't been complying with the HOA background check requirement. The HOA's do a pretty good job of it, unfortunately all of their gate access

equipment is transferable. This system is nontransferable, which means that we will put it in on every single car and there are certain documents that you'll have to provide to prove that you are that person that lives there.

Mr. Winkeljohn: There's a chain of custody, accountability component to our system that hasn't been applied.

Mr. Diaz: And my school of thought is you have one time to get it right.

Mr. Winkeljohn: Then would it be acceptable to have a representative from each master association appointed, rather than each and every association?

Mr. Diaz: That was my thought, because we have five management companies, or managers representing 16 HOA's.

Mr. Winkeljohn: Right and you can't have a committee with that many people on it, with this type of details.

Mr. Diaz: Right, just five, you have AM/PM, Continental, United, Innovative and you have still M&E left.

Mr. Winkeljohn: Ok so you think the staff for these associations should represent all.

Mr. Diaz: One person from each so everyone is on the same page and then I would imagine they would want to bring whoever is going to actually register all these cars would want to be in on those meetings, just so everyone is on the same page. Now Curtis has already taken the lead on this and he's gone out and he is just trying to get a consensus of questions and concerns about the process and how it's going to run and all that. Mr. Attorney, do you have a comment?

Mr. Pawelczyk: Nothing from the legal side, but because we have a District up in Melbourne, Baytree, which is managed by GMS, Central Florida and they went through a similar process where they had to change all the cars and they already had the gates, but they had to put these similar devices on, and what they did is, they had a board member who was appointed and they did it all as volunteers and I think they had about 3,000 cars, but whoever the board decides to appoint and if that's Curtis that's great, but I want to give you his number and it might help to talk to this board member, to help establish that

procedure because he can tell you what not to do. It seemed to have gone pretty smoothly but I know it was a lot of work and his name is Melvin Mills and they did a really good job, they didn't have any complaints from the community and I think what they did and I'm not sure this is something you would want to do, but each time they put one on, they drove the car, they got in the car with the individual and went through the gate and made sure it worked. So just to get an idea as to how you want to do this, Melvin is a great guy to talk to and he loves talking about it, so he would be a good resource.

Mr. Diaz: One of the things I was thinking of and I was talking to Paul over lunch about this, let's get this way ahead of the guardhouses, if we think the guardhouses are going to be built and active in November, let's make our goal June and the reason for that is, once you have this equipment in place and I'm sure there is a green light or indicator that says they went through, we could just do dry runs, the same concept without actually having to drive every car through and basically pull that car aside and tell them, by the way, yours is not working, it isn't registering, you need to go to the clubhouse or whatever and we make a note of who it was or whatever and let them know that starting next month or whenever it is that they are not going to be able to get in through this gate.

Ms. Felipe-Ochoa: Mr. Chairman, can we hold each HOA responsible for providing the information for all the vehicles in their community?

Mr. Diaz: We could do a lot of things, but the idea that I had, and we've come up with a bunch of ideas, was to have some type of an application, either online or a hardcopy, or both, in English and in Spanish, and provide it to people and then they come in and then we call them for their appointments and actually put the sticker on, because we want to make sure that we're putting it on the right car.

Ms. Felipe-Ochoa: Yes, but delegation is the key to doing such a large project, so if you've already got a HOA board that's over each one of these communities, go to the head of that board and say, you guys need to provide us with a list of all the vehicles in your community and they'll be holes in each one. For example, one community will provide 70% of the cars, but if we could get the base information and start now.

Mr. Winkeljohn: Well, if I could interrupt you for a moment. There is a lot of decision making in this process and that's the biggest one in my mind, is how do you get accountability and the way you just suggested is one of the things that I have been thinking about because the reality of fraud and making an error, and it's not that we're protecting Fort Knox in our public access gate system, but the goal is to create accountability to owners of the property, that's who we are responsible for, not anyone else. So our foundation piece of information is a property owner, and the process has to start with that and then they assign, and what I'm thinking is not, tell me the number of cars you do have, but it's, you have 300 units in your HOA that are owned by these 300 people, and they are eligible for two cars each provided by the District, here's the online form, and those people can go fill it in, and it won't let them fill it in, and we would give them a password or something like that, and then Alex's idea would come into play, so it's that step by step process, where we have positive control the entire time, of the decal, of an owner of property, of assigning a vehicle and if they want to assign 10 vehicles, they can pay for the eight other decals past the first two. That's the way to drive it and so we would need one board member to delegate this responsibility to who can then funnel probable issues, questions, concerns, procedural thoughts to me to eliminate any Sunshine issues and I will be on this committee with whoever you pick and we'll come up with a system that accomplishes the positive accountability and a financial responsibility of the District that we're not going to spend more money than we've agreed to, so those are the kinds of values I'm placing on it, but I'll be taking direction from you of values that I haven't thought of.

Ms. Castro: I'm sorry, a question that I was asked was, what is the frequency and the cost of that, for example, that is something that was asked by one of the investors in our community, he constantly rents out his property so how often can he get those?

Mr. Winkeljohn: We haven't established a price. I haven't established what I think a price would be yet and I think the raw costs of just a decal and there are all kinds of overhead that's going to be built around these processes is in the \$10 range.

Ms. Castro: Ok.

Mr. Winkeljohn: So we may choose a price that absorbs or reflects all the overhead, administrative costs, staff time, this computer software that will run this system, the hardware of the gate to accommodate all these extra people which has a dollar value.

Ms. Castro: And the frequency?

Mr. Winkeljohn: I think they are three to five years, because there isn't any battery in the sticker. What the sticker does is, it's an electronic reflector and when the signal comes out of the box that is mounted at the gate it hits this sticker without electricity and just reflects back an identity code and that's where the process starts. The identity code is matched to a data base and the data base says that's this person and it goes from there and so that's a key element and so they are supposed to last easily three to five years, but in Florida with the sun and things like that, and people change cars faster than that.

Mr. Diaz: The general thought is there will be a data base, but you'll have access from the two clubhouses, so the actual registering and the idea is that we're going to turn this over to each master association and they'll be registered there. The only thing I would like to see and I was talking to Paul about this at lunch also is, some type of waiver form, where the CDD would say, we are going to register cars to homeowners, two per home, under x, y and z. You will have to bring a copy of your registration, you have to bring a copy of your last utility bill, you have to bring a drivers license, whatever, I'm just throwing ideas out there and anything that's outside of that would require a waiver from the HOA to bring to us and say ok you have a waiver, we'll go ahead and give it to you from the HOA, and that's a way to register commercial vehicles because we know there's no commercial vehicles allowed in any HOA, but they may have an arrangement with a particular HOA that says I have a garage and I'm going to keep my van in my garage, and here's my waiver from my HOA and then if we agree and as long as we get that waiver we'll say ok, go ahead.

Mr. Winkeljohn: And so, those are the kinds of things that this process and this committee will put out and we'll talk with Melvin Mills and we'll come up with some ideas.

Mr. Pawelczyk: And it's not a committee, you're just appointing a board member to serve, basically a board liaison with Paul and bring everything back to the board.

Mr. Diaz: Well that was my intention to start a committee.

Mr. Pawelczyk: Well if you're going to start a committee, then you need to advertise the meeting, take minutes, and it has to be open to the public, but if you delegate one board member and just say, go out and gather these facts and bring them back to the board so the board can make a decision that would be fine.

Mr. Diaz: Ok so does the board want to appoint someone at this time?

Ms. Castro: Curtis.

Ms. Elliott: Curtis do you want to do this? It's a huge responsibility for one person and you've got to be up for it, so before we nominate you, I think we need to get your feelings if you really want to do this.

Mr. Cooper: Well if you guys want to nominate me, I guess with my time schedule I've got a little bit more time probably than most, so I can probably do a pretty good job of getting this thing done.

Ms. Elliott: I feel confident that you'd do a great job.

On MOTION by Ms. Castro seconded by Ms. Elliott with all in favor, delegating Curtis Cooper as board liaison to proceed with obtaining information for vehicle security access with the HOA's was approved.

Ms. Felipe-Ochoa: Now Mr. Chairman, I have a question, with regards to the specifics and this is probably directed more towards Curtis, I know eventually we're all going to have to sit down and decide exactly what those exact measures are going to be, so that's just one of the many things or requirements that we're going to be wanting. I'd like to schedule one of our meetings that we're probably going to have to discuss this at, and it's probably going to go really long, I can tell that's the kind of meeting it's going to be.

Mr. Diaz: Well how about this, if they have that get together, it wouldn't violate the Sunshine Law if we had more than one board member discussing it.

Mr. Winkeljohn: We'd have to advertise it and call it a workshop type of meeting.

Mr. Diaz: Ok because I already put a list together and I was going to turn this over to whoever is going to be in charge of this and now it's going to be Curtis.

Ms. Felipe-Ochoa: I'm sorry Mr. Chairman, you said you've already been working on a list of requirements?

Mr. Diaz: Well suggestions, I wouldn't call them requirements, concerns and suggestions and just issues and raising questions of how we're going to deal with certain issues, and I think it would be healthy if we all did that. If you just happen to be driving one day, or somewhere and you say to yourself, I just thought of something, what if they did this, or how are they going to do this, or what if the computer goes down, what is the backup plan, things like that, it's good to filter all those ideas to Curtis, so I have 11 things I came up with and I'm going to turn them over to him now.

Mr. Winkeljohn: And I have access to hundreds of gated communities exactly like ours and some private gated communities that I've managed over 15 years, and so I've done this rollout before, so I would like to be the clearinghouse for questions and things of that nature because I will tell you that we don't have to worry about a particular issue because this is how things will proceed, because human nature is an amazing dictator of policy. So we'll be able to really hone in I think on a policy, basically a gate policy and procedure that will accomplish the most we can accomplish.

Mr. Diaz: I think the key to all of this, of a massive drive like this is communication with everybody and whoever is going to have their hands in on this, is communicating with everyone else so everyone has the same game plan, like we all agreed that this is what we're going to do and this is how we're going to issue it, and this is what we're going to put on the windshield and that we are going to be the ones that put it on the cars.

Ms. Felipe-Ochoa: So having brought up that specific issue with the requirements, I don't know what we would call them, so what do we call them?

Mr. Winkeljohn: Policy.

Ms. Felipe-Ochoa: Just security policy?

Mr. Winkeljohn: Yes, that's exactly what it is.

Ms. Felipe-Ochoa: Could you at the next meeting provide us with in general terms based on your experience, what those other requirements for the gate systems that they have so that might get us thinking as to maybe other ideas.

Mr. Winkeljohn: Right, for you guys, obviously because it's public access you have determination as to when the gate is opened and when it is not. You have the determination as to who gets a decal and who doesn't get a decal, you have determination as to who can have access and what the gates will provide and we've done a lot of that already in our initial policy. We outlined in broader terms, so basically what you're asking is what are the more specific terms and you've heard me throw out a couple of them already, a cost for the decals past a certain number and not all boards would do that. You have a choice to change that and those types of things, but yes we can certainly lay out with Curtis and I'll start developing a list of policy bullets with Curtis and the initial assumption because of the positive control at the end of the process there's going to be a physical staff person whether it's HOA or whoever sticking the decal on the car and proving that car is that person who is authorized and so that's really the hardest piece of the puzzle is getting to that point, so yes we can lay all that out. I'm definitely envisioning an enrollment process and an appointment process, possibly online, because we have our website and this software is set up to enroll people and most of them are built that way, so you could do an initial enrollment, you could do a verification process probably through the HOA's, and they would check off, yes these are all good, and then they would get an email or call back saying come in for your appointment and so you'd try to do a few hundred a month or a week and get it done. One of the things you would do is you would set a pricing guide, I'm just giving you some types of things to get your minds in gear on what kinds of questions to ask so you would do a pricing scenario where you drive early arrivals by a discount, like your first two passes are free up until August and then after August 1st you would change that discount. What you really want to do is get a nice even flow of participants and then the ones that don't fill out the registration or come get their decal, because they're going to be more cumbersome, then they would pay a little bit more

and so that's just a thought. You can manage to control and to guide the residents into a process that serves the right outcome.

Mr. Diaz: Ok so I think we have direction on that issue.

Mr. Winkeljohn: Ok do we have any other supervisors comments or questions?

Mr. Diaz: Yes, we have Sonia then Curtis.

Ms. Castro: I was asked to get some samples for embroidered shirts for polo shirts and ones for more of a business type shirt for town hall meetings and any activity that we might have. The lady and her name is Lillian, she provided us with four different types of brochures so that we can pick, so we have all sorts of options, of course this is not the complete option, but just a very good example of shirts that she can provide. The logo, we need to keep in mind that because it is so intricate and has so many details has to be big, so whatever we pick, we need to pay attention to that. For example, it cannot be a shirt with too big of a pocket because it will look ugly with a collar and the other pocket there. We have different brands and she suggested this, although it is on the more expensive side, it is \$30 to \$40, it is one of the best qualities and that includes the embroidery prices. Every shirt that is over \$20 already has the price of the embroidery included in it and she will make the sample for us in about 2 weeks so she will have it for us at the next meeting and then we can tell her what direction and what shirt that we want. She has different cuts for ladies, she has plus sizes, she has different types of colors and also different types of materials, this is one that I brought because I really liked it and it is prima cotton, chestnut hill, so they are about \$20 to \$30 each and you can see the different cuts and different colors and with our emblem I suggest that our colors either be white or beige so that the emblem stands out.

Mr. Cooper: Can I make a suggestion? I'm sorry to interrupt you, what if we just did the W for the logo, instead of doing the very intricate one, maybe just doing the W option, so that this way it's simple and we can pretty much go with I guess whatever option we would like.

Ms. Castro: The idea was to have the logo on one side and then for us, the five board of supervisors, we can have it on the other side of the shirt or like this polo shirt has

it right here on the sleeve. So you have a couple of different options, so she has prima cotton, she has the performance which lasts a little longer, it is more durable, she also told me depending on the brand she will, if she doesn't have the sample right there for us to look at, she can order it.

Ms. Felipe-Ochoa: So are we picking out a shirt? We need to vote on the price of a shirt, pick a color, pick a logo?

Mr. Diaz: I think it's under \$500.

Ms. Felipe-Ochoa: Let's do it then, let's pick out the shirt, pick out the color and move right along and if I could I'm very partial to having people pick whatever color they want because I'm a very colorful person.

Ms. Elliott: It's needs to be uniform, we're on a board.

Ms. Felipe-Ochoa: I know and I understand Curtis' view on just making a W, I prefer the logo, that's all.

Mr. Diaz: Well here's the issue, I agree with Curtis that simple is better sometimes, but it might get confusing, especially when you go to city hall or somewhere else, they just think Waterstone, I'd like to keep the full logo for these shirts because it identifies us with the CDD versus just Waterstone because Waterstone gets confused in a sea of HOA's and a lot of other issues in Waterstone. I wish the name of our CDD was Waterstone because it would be a lot easier, but to me it's very confusing to people as it is and that's what we're trying to promote, we're trying to promote that you have a CDD and you have master associations and then you have these HOA's.

Ms. Castro: We have different types of sleeves and we have this one which is a little bit more open than one like this, the Port Authority, so it all depends.

Mr. Diaz: Why don't we start this, why don't we agree on a color first.

Ms. Castro: Well what I was telling you about the color, if we put the logo for example on a light blue or a teal shirt, it will not stand out, so it should be beige if we're going to stick to our logo.

Ms. Elliott: How about that color right there, that blue?

Ms. Castro: No, the light blue, it doesn't stand out, it should be beige or white.

Ms. Elliott: Ok whatever color you feel is good, you guys are more sensitive to the color issue so whatever you guys feels is good, just pick it out.

Ms. Castro: Well what do you think about a white polo and then a dressy beige shirt because I really like this?

Ms. Elliott: Keep it cheap, keep it simple, we all get a shirt.

Ms. Castro: They cost the same thing, it doesn't matter.

Mr. Diaz: I like long sleeves.

Ms. Elliott: We don't need three or four shirts for the Waterstone CDD, we only need one shirt.

Ms. Castro: Well I was asked to find a polo and a dress shirt, one for the town hall meeting and then for our Waterstone CDD, so I would go for a long sleeve and polo.

Ms. Felipe-Ochoa: I like the first one that you showed us, the higher quality one.

Ms. Castro: So this one for a polo?

Mr. Diaz: Yes.

Ms. Castro: This one in white, right?

Mr. Diaz: Yes.

Ms. Felipe-Ochoa: No I don't want white.

Ms. Castro: Ok well we'll pick the colors later, so we're going with polo, Cutler Bay, and then I really like this one, the prima cotton.

Mr. Diaz: Ok, they are just shirts.

Ms. Elliott: Whatever you guys decide I will wear it.

Mr. Diaz: Ok then can I just go ahead and suggest, this one and that one for men and the only thing is, this one has a little band on it, color band, can they make that teal in color?

Ms. Castro: No, only if we order more of them.

Mr. Diaz: Ok, so it's white on white.

Ms. Castro: Because they have to make it especially for us.

Mr. Diaz: Ok then we have direction, just bring the logo next week.

Ms. Castro: Ok, perfect and then the quantity of shirts would then be 14, right?

Mr. Diaz: Yes, ok do we have any other business today?

**SIXTH ORDER OF BUSINESS**

**Financial Reports**

**A. Approval of Check Register**

**B. Balance Sheet and Income Statement**

Mr. Winkeljohn: We just have the Financial Reports. The Check Register and the Balance Sheet and Income Statement which have been provided for you.

Mr. Diaz: Ok so can we just get a motion to approve the check register and balance sheet and income statement.

On MOTION by Ms. Elliott seconded by Ms. Castro with all in favor, the Check Register and Balance Sheet and Income Statement were approved.

Mr. Cooper: Mr. Chairman, I just have one other item to add since you guys skipped me with the discussion on the shirt issue. I think this is a great job that you guys have done looking for these microphones and I think it will enhance our meeting minutes. Having said that, I have two things, in going around with Dennis today, maybe you guys would like to entertain a suggestion that I came up with just for fun that we could put a pole where the roundabout is with a flag. Elaborating more on that, we talked about maybe placing a pole at each guardhouse and maybe entertaining the American flag and another flag of our choosing underneath it, so that was just an option of thought for the future. The second item I have is, and I guess this would be directed to you Paul, with regards to the skate ramp that we have on both sides of the 312th Street entrance, are we doing the coral rock on the façade on that and the top? Is that what we're going to try to do?

Mr. Winkeljohn: Right, the ultimate outcome would be a veneer, a faux coral veneer which would be also the same material applied to portions of the gates. I personally will recommend a design for the top to be skate proof and there are a few things you can do, there's a pitching you can do and a little knob that you put on every five or six feet to make it undesirable.

Mr. Cooper: Perfect that's all I have.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Diaz: Ok then we would just need a motion to adjourn the meeting.

On MOTION by Ms. Elliott seconded by Mr. Cooper with all in favor,  
the Meeting was adjourned.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

**NOTES:**

~ Town Hall Meeting scheduled for April 24, 2009 at 6:30 p.m. (this will need to be advertised)

Please note that at the March 26 meeting we will add the bid results for the Waterstone Guard house

We may cancel the March 12 meeting Paul will let us know by tomorrow morning

Jennifer

**Agenda Items:**

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