

MINUTES OF MEETING
SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Sampson Creek Community Development District was held on Wednesday, September 28, 2011 at 6:00 p.m. at the Swim Club Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Rose Bock	Chairperson
John Thibault	Vice Chairman
Ed Randolph	Supervisor
Tracy Hayes	Supervisor
Mike Veazey	Supervisor

Also present were:

James Oliver	District Manager
Wes Haber	District Counsel
Mike Yuro	District Engineer
Erin Mixson	Art of Living Director
Mike Lucas	Basham and Lucas Design Group
Jason Holder	Michael G. Holder, Inc.
Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Approval of Minutes of the July 27, 2011 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the July 27, 2011 meeting. Are there any additions, corrections or deletions?

Ms. Bock responded in the first order of business it says Ms. Oliver and Mr. Bock.

On MOTION by Ms. Bock seconded by Mr. Thibault with all in favor the Minutes of the July 27, 2011 Meeting were approved as amended.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 18, 2011 Continued Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the August 18, 2011 continued meeting. Are there any additions, corrections or deletions?

Mr. Veazey responded on page six in the third line down it is not "TB" it is actually "TV."

On MOTION by Mr. Randolph seconded by Mr. Veazey with all in favor the Minutes of the August 18, 2011 Continued Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Discussion of Matters Relating to Construction of Fitness Center Expansion

A. Ratification of Actions Regarding Construction Contract

Mr. Oliver stated at the last meeting you authorized staff to negotiate a contract and have it executed by the Chairman. That contract was prepared within the parameters that you set forth at the last meeting. It has been executed by both the Chair and the contractor, Michael Holder, Inc.

Mr. Thibault asked were we able to retain a schedule of work to be performed?

Mr. Oliver responded yes and that is part of the contract. I believe the completion date is somewhere around February 28th, dependent upon the start date.

Mr. Thibault asked what is the ground break day?

Mr. Haber stated the contract provides that a notice to proceed will be issued. I think the schedule is to show the approximate period of time it will take for the facility to be constructed, so if the notice to proceed is issued later than the initial date provided on the schedule then you would allow for it to be finished in accordance with the delay of the start date.

Mr. Jason Holder stated everyone is pretty fast right now with permits. I wouldn't think it would take two or three weeks at the most.

Mr. Oliver stated and staff is going to have some input as that schedule needs to change for certain things. For instance, Erin noted that renovation of the restrooms is scheduled to begin the Friday before the fall festival. She will have that pushed back, so it does not interfere with the festival.

On MOTION by Mr. Thibault seconded by Mr. Veazey with all in favor All Actions Regarding Construction Contract were ratified.

B. Introduction of Contractor

Mr. Oliver stated this is Jason Holder with Michael G. Holder.

Mr. Jason Holder stated I did bring some brochures if anyone wants them.

Mr. Lucas stated I haven't had a chance to really sit down and go through everything with Jason, but I did give him a call and said there were a couple areas that we might consider doing something different with the flooring and the pavers. Jason does give you the idea of what we could save going to similar flooring but less expensive and then how much we could save if we just did a sidewalk. We had shown that whole thing being pavers and we thought to save some money we could take the sidewalk out to the door. If this is something you would like to entertain he could give you an idea of what that could save you.

Mr. Thibault stated one thing I remember seeing on the list was fencing. The one thing I don't understand is we have 40 feet of fencing out here. I would like to save that fence.

Mr. Jason Holder stated we plan on reusing the fence. I didn't put any dollars in there for new fencing. There is also a strip of pavers we are going to take up right here and we plan to put that back.

Mr. Lucas stated the only other thing you could look at is not putting as many doors across the back. Jason could give you an idea of how much you could save omitting some of the doors.

Mr. Veazey stated one of the things I think we need to look at is whether or not we want to get these doors replaced, while they are here. And while we are tearing up the bathroom maybe we should get some plumbing stub out, while the walls are open. Those things make sense to do now, instead of afterwards.

Mr. Lucas stated that is something I think that we can do that you can contract with Michael after the fact, but I don't want to open a can of worms. I don't want to touch these two rooms yet.

Ms. Bock asked how do we discuss that sort of thing and be able to tell the builder what we want to do?

Mr. Oliver responded we will have staff continue to work with Jason and his company and look at opportunities like having these doors taken care of at the same time. It can be a change order or something outside of the contract. Typically as we go through a process like this, we have more meetings, so rather than meet bi-monthly, we will probably continue this

meeting to the fourth week of October, so we can keep the approval process going. We will also get some kind of approval granted to the Chair or Vice Chair to approve certain actions between meetings that we can ratify at subsequent meetings.

Mr. Lucas asked so can I assume now that Jason is on board and we can go ahead and get drawings ready for permitting?

Mr. Oliver responded yes.

Mr. Lucas stated Mike Yuro has given Jason what he needs, as far as the site, so I can go ahead and start getting the plans ready.

Mr. Oliver stated once we have a good idea of when the groundbreaking will begin, we will draft a message and send out to the entire committee and keep them involved in the process.

C. Discussion of Options Regarding Fitness Equipment

D. Approval of Pay Requests

E. Cost to Complete Schedule

Mr. Oliver stated David French, a resident who has been attending these meetings for a couple years now has been doing a lot of work on his own time to investigate the different fitness equipment companies that are out there. I believe he has looked at seven different companies. He has looked at their track record, in terms of availability to service equipment. He has gone onsite to several different facilities to see what the equipment looks like. He has asked two firms to come here tonight to talk to the Board.

Mr. David French stated this is the matrix. The numbers that you see are self explanatory. The higher the number, the better it is. You can see the two that we have narrowed this down to don't have the best price and that is the only down side. You get what you pay for. We have narrowed it down to Life Fitness and Free Motion. The one thing that you don't see on this page that probably should be here is warranty. The reason I don't have it on here is that will be my trump card in negotiations. Neither one of these guys are willing to talk price for the simple reason that I have not clamped on them yet. They have given us budget contract prices but not contract pricing. Anyone in sales understands you don't want to clamp them down until there is a chance they will get the order. The purpose of this is for them to explain what they can offer, a little bit about their equipment and not a whole lot about their price. The only thing that could change is the cardio equipment. We are still talking to a company called True. They have good cardio equipment and they may be brought back in the mix when we are ready to go.

Mr. Thibault asked this exercise equipment that all of these organizations have are not their own brand of exercise equipment, right?

Mr. David French responded no. It is their brand. They are the manufacturer and distributor. The first guy that is going to present is with Life Fitness and he is employed by Life Fitness. They just did Palencia. We asked for locations of their equipment and we went and visited and we worked out on this equipment. Then it got into the service aspect and if they have a time delay and if they have a guaranteed response time. We wanted to see new gyms and we wanted to see old gyms. We wanted to see a gym in the five year range. We wanted to see how they were treating a gym that has been there for five years. We also asked to see places that were not on their reference list. We have visited a lot of places. Some equipment just didn't add up to what I would call commercial. There is a lot of equipment out there that they call heavy residential and that is what we are trying to stay away from. We want something that will look good five years from now.

Mr. Randolph asked what is the brand of equipment that we have here now?

Mr. David French responded Promaxima. We actually have a couple of different pieces there now but the problem we are having now is with Promaxima and Technogym.

Ms. Mixson stated their service is not great.

Mr. David French stated as a matter of fact, I didn't even put Technogym on this sheet.

Mr. Steve Wilkinson stated I am from Life Fitness. I would like to touch on a little bit of history of Life Fitness and who we are and what we do and what we pride ourselves on. Life Fitness is the oldest company domestically. We have been around for 40 years. We developed the first life cycle in 1970. We are proud of that. We have come a long way. We are now one of the largest global suppliers. What separates us is the domestic strength. We are the major vendors for the Ritz Carlton and Marriott and the cruise ships. The research and development that we put into our equipment is what has given us our reputation. We have a reputation in the field that we have the equipment that lasts and we have the parts stocked to back it up. A lot of my major competitors in the last three to four years have really felt the crush. We are owned by Brunswick Corporation and that has helped us. I sit in front of you as a Brunswick employee, a Life Fitness employee. They came into our company and they restructured us and said this is what we are going to do to be streamlined. We are going to go to our best customers and ask them which products are going to continue to sell and that is what we have done. The division

that I manage is what we call our vertical market. Ironically, I started in the fitness industry here in Jacksonville with the Gold's Gym chain but now I am back here selling for Life Fitness. I spent five years with them down in South Florida. The division is called the vertical market and what that means to you is that I don't service the health clubs. I don't service the Gold's Gyms, Just Fitness and or World Fitness. I don't design those fitness centers. I design country club environments, like Palencia, Plantation Bay, Eagle Harbor, etc. The way the process goes for me is I collect the shell or what is soon to be the fitness center space and I show you how to effectively spend your money, to be attractive, to be comforting, where trainers can come and work out and that is not going to look like a gym. There is not going to be a lot of free weights. Everything is going to match. Colors are important. Mirrors are important and function is important. I can reference Palencia because it is probably the closest ones and one of the newest ones that is open. Some of our best equipment is in there. I would like to do the same for here. Why choose Life Fitness? We have been around the longest. We offer more products. We offer 225 different products. We offer everything from treadmills to dumbbells. I have three to four different lines. If you say you want a treadmill then I have four or five to choose from. If we are working off of a budget then I can show you how to effectively spend that money and show you have to make the best out of the fitness center. Budget is everything. We want it to be nice and match but the number has to hit. We don't actually run around and say we have the longest and most extensive warranty but we really would like to say we bring the best to the table when it comes to quality. We spend more money in research and development. We do offer extended warranties if you would like to extend your warranty from three to five years. Unlike any other manufacturer, we offer a 12 year in house part stock, so from the day your equipment delivers we guarantee you will have your parts for your equipment for 12 years. During the economic state that we have been through that has been an issue for my competitors. As our competitors started feeling the crunch and couldn't afford the warehouse space, nor the parts to bring them in then we said we need to follow through with that and that has been what has helped us thus far. If I am chosen I am going to work hard for you. I am a local Jacksonville resident. I live on St. Augustine Road. I am working with the Rivertown project that is behind us too. I have been with Life Fitness for almost six years. One of the things that I wanted to highlight was our signature series. We have been continually making the signature series better and better. The oval tubing design brings a nice and comfortable feel into the look. We don't have the white,

framed square tubing anymore. This has a nice and comfortable feel. As you sit in the seats of each machine all of your adjustments are in arms reach. You never have to get up. All of your adjustments are within arms reach. All of the adjustments are number coded. All of the seats in the signature series have gas struts under them, so when you grab the handle you can hear it push the seat up. For the cardio equipment, we have partnered with Apple. We are making strides for producing software. We have come up with docking stations and things like that, so you are not holding your ipod in your hand. We actually have a true docking station on our treadmills, so it charges during your workout. I am your account manager, so I stay with your machines.

Mr. Thibault asked where is your closest 12 year guarantee house part in stock?

Mr. Steve Wilkinson responded Chicago. We are based out of Chicago and surrounding cities. We have actual Life Fitness techs in the Jacksonville area. We also have ISO's that are companies that do service our equipment and we have certified them with us and they can do the work as well if my team can't respond in time. One thing I am proud of is when you purchase the equipment, you are purchasing directly from Life Fitness. There is no middle man dealer that a lot of other brands have. From a support standpoint that is really good. Our lead time is anywhere from six to 10 weeks from start to finish.

Mr. Randolph asked could you give us a broad overview of the different series of equipment and what the pros and cons are of each?

Mr. Steve Wilkinson responded sure. The elevation series in the cardio has the best look and the best features. If you go to the signature series that has the most to offer in strength equipment and you go down from there. I have three lines of cardio and four lines of strength. The lower two tiers on both I probably wouldn't recommend for here because it is for your super aggressive fitness centers. It is basically all about features. The elevation series in the cardio has the most to offer and the signature series in the strength has the most to offer.

Mr. Randolph stated I think we would want to see the difference on pricing.

Mr. Thibault stated you had mentioned that it takes six to 10 weeks to layout and set up. Could we start that process before we get our occupancy?

Mr. Steve Wilkinson responded of course. It is like custom furniture.

A resident stated personally, I find it annoying that the personal viewers are staring me right in my face. What does the population, in general, feel about personal viewers?

Mr. Steve Wilkinson responded the number one thing that they provide is a distraction from working out. Five years ago Marriott said we don't want any televisions on our equipment. We will just put some plasmas up on the wall and be finished. I did that for them and two years later Ritz came in and said but now our guests are fighting over the channels and the volume. They replaced all of their equipment in South Florida with televisions, so each user has their own channel control and volume control.

Mr. Valyou asked what percentage of the equipment has personal viewers?

Mr. Steve Wilkinson responded I would say four years ago it was about 40% had it and now it is over 90%.

Mr. Valyou asked how much does that add to cost?

Mr. Steve Wilkinson responded it is probably about \$600 per unit to add it to the unit. It is an optional feature and you don't have to use it. I can take you on tours and show you some of the work I have done. This project is important to me. I have a lot of big projects that are going to mimic what you are going through.

Mr. Lucas stated Palencia is the closest fitness center with Life Fitness equipment. They do have televisions on all of their equipment. They also have all of their electrical in the floor, so all of the boxes are on the floor. Our design will be the same. We will not be going through the walls with cords coming out. All of the equipment that they have there will be the same color that we are looking at and it is also very close to the same equipment.

Mr. Doug Walker stated I am with Sears Commercial. This is Joyce Washington and this is Barbara Carney.

Ms. Barbara stated I am the District Manager for the State of Florida for Sears Commercial. I have been with Sears for about four years and I always find myself saying to customers that we are the best kept secret in Sears because no one has ever heard of us. We have been around since 1925. We started out calling on construction companies and working with the military. Over the years we have developed into a pure Sears Commercial type organization. We work with a lot of builders. We work with real estate companies. We have a number of relationships that span a lot of different industries now. We are very focused on business to business relationships and we don't just sell appliances. We do carry the top 10 brands of appliances, including décor on the high end but in the last four years we have also expanded our business plan to include flat screen televisions, water treatment, grills and mattresses. We work

with a lot of timeshare companies around the country. We do a lot of work with education facilities, like the University of Florida. If it comes in a big box we sell it. If you need a large quantity, we probably sell that, as well. Doug is our representative in this marketplace and is my account manager. One of the nice things for us is we carry all of the major brands and I think you will be very pleased to hear about the total solutions that we bring to the table when it comes to selling the product and maintaining it in the long run.

Mr. Doug Walker stated I am going to give you a packet that has a little bit about what Barbara talked about and it also has some information about Free Motion Fitness. I put a couple pieces in here about our incline trainer and our dual cable cross. I think every fitness manufacturer is going to try and say they have the best product and we think that this incline trainer is something that would fit what you have here. An incline trainer is similar to a treadmill but it has the ability go negative three degrees and up to 30 degrees or it can just run flat. When you are on an incline trainer, you do not have to run as fast and as hard to get the same results as a treadmill. By walking on an incline trainer, you are going to burn fat quicker than you would if you were jogging on a flat treadmill. When you look at clubhouse facilities that treadmill and incline trainer are the key. Those are the areas that get the most use. Those are the also the areas that break the first. The other cool thing about free motion is on the cardio side, there will be no out of pocket expense to repair any of this equipment. It has a three year parts, labor and lifetime on the frame. You are not going to have to pay to repair any of that cardio equipment. The other piece that I included was the chest piece in the epic line. Free Motion is kind of unique. Their slogan is train the way you move. Lastly, I have the lay out of the room as I had anticipated with a mix of the incline trainers, treadmills, elliptical machines, recumbent bikes, dumbbells and free weights and then the epic line. I don't believe there is a better warranty in the industry right now than with Free Motion.

Ms. Carney stated Sears entered this particular product line with fitness, we became the largest commercial fitness company in the country.

Ms. Joyce Washington stated I am the tech manager for the service technicians that are in your market. I have 24 technicians and I have a team of 11 different managers in our District from Florida to Georgia to North Carolina to South Carolina. Our 2010 team was the number one team and 50% of our rating was customer service, so our goal was to be the trusted advisor to the customer. We are building relationships with the technicians. They leave from home and

go to the locations but we get in the truck with the technicians. They are trained by the manufacturer and they are trained in house by Sears, as well. You will have an 800 number that will direct you 24 hours a day and seven days a week for you to call for service. I have a counterpart in this market, as well. I am approximately six minutes away from your location but I can be in the area immediately. Right now, I am servicing Jacksonville, St. Augustine and Gainesville. If I am away I have a counterpart you can call. When I get a customer concern then my counterpart also gets that customer concern. Whenever you make a phone call to Sears, we have an area that they only take calls for commercial customers. Our technician and I are trained to be the trusted advisor and we are proud to say that out of 11 managers we were number one for 2010.

Mr. Hayes asked is this product manufactured in the U.S.?

Mr. Doug Walker responded yes.

Mr. Thibault asked who is the manufacturer of it?

Mr. Doug Walker responded it is Icon Manufacturing they are out of Utah.

Mr. Veazey asked what is the closest place that has this equipment?

Mr. Doug Walker responded Lifestyle Fitness has it over on Atlantic and Orange Park. They are a large chain. You can also see the incline trainer in action on You Tube.

Mr. Thibault asked how long has this manufacturer been in business?

Mr. Doug Walker responded they have been in business with various brands. Free Motion is the commercial division of Icon Fitness. I want to say with Free Motion it was in the late 70s when they came around.

Ms. Joyce Washington stated we have been working on the Pro Form side of it since back in the 70s. I have four specialist in this area that all live in Jacksonville, so right now we are scheduling service in the St. Augustine area on Monday and Thursday.

Mr. Veazey asked is the service technician the same person that is going to come and fix my commercial refrigerator?

Ms. Joyce Washington responded no. They are specialized. We do the preventative maintenance on the equipment, as well.

Mr. Thibault asked what happens if we order from you and in five years Icon decides to upgrade their equipment and now my equipment is obsolete? Am I still going to get parts for my repairs?

Ms. Joyce Washington responded yes. We have negotiated with the manufacturer that they will hold the parts for a certain limit of time for us. We are still working on appliances that are around 1973 and 1974. We have been in the service business for over 120 years. I have worked for Sears in service for 30 years and that has been from Florida to Texas to Tennessee. My husband was military and as he moved I moved around but I have been in the Jacksonville market since 1995.

Mr. Veazey asked on your installations, are you required to bolt down the equipment?

Mr. Doug Walker responded I would recommend that when you finalize exactly what you want in here that we make sure the product is ADA compliant. The dual cable cross is an ADA compliant product. With bolting it down we want to make sure we have the right product in the right place.

Mr. Veazey asked and the bolting down will be included in your installation price?

Mr. Doug Walker responded yes. We do flooring, as well.

Mr. Lucas asked is it supposed to be bolted down?

Mr. Yuro responded that has nothing to do with ADA compliance.

Mr. Veazey stated if we want it installed per their specifications, so we relieve liability then we want it bolted down. If the manufacturer says that it is supposed to be bolted down then we want it bolted down.

Mr. David French stated these are the two firms that I have narrowed this down to. Pricewise we are in the \$120,000 range. I am not clamped down on either one of these guys yet. We do need to decide quickly because all of their electrical is in the floor and that pad is going to be poured relatively quickly.

Mr. Lucas stated that is going to be one of the first things he is going to be doing.

Mr. Veazey stated it is an electrical requirement but I think it is more positioning. They will pull conduit and then they will pull wire through the conduit at a later date, so I think it is to make sure we get the location correct and the spacing correct. With the \$120,000 price range, what all are we getting? You can say in Life Fitness that it is the signature series but I would like to see what Free Motion proposes for that \$120,000.

Mr. Thibault stated I agree because I want to make sure we are comparing apples to apples.

Mr. David French stated I have not asked Free Motion to give me a price based on what Life Fitness and I have not had Life Fitness do the other. I have just tried to figure out what equipment we want. I would like to think at the next meeting we would be ready to present apples to apples. I did ask them to bring electrical requirements and I will look at them and I will let you look at them.

Mr. Veazey stated the way we did it in Palencia is we set the box and the conduit and they pulled the wire after.

Mr. David French stated we are going to put outlets in the floor in the strength area.

Mr. Oliver stated at the end of this meeting we will likely continue it to October 26th and at that point we will have proposals to go in front of the Board from these two companies, including layouts and pricing.

Mr. Hayes asked is everyone okay with the \$120,000?

Mr. David French responded we just came up with that price based on the equipment that we are really after at this point.

Mr. Hayes asked do we have a recommendation of how many treadmills to start off with?

Mr. David French responded we have been advised to start out with 12 pieces of cardio equipment. We have room for 12 pieces of cardio equipment.

Mr. Thibault asked how many do we currently have?

Mr. David French responded six. I think Palencia has 13.

Mr. Hayes asked so you feel we need to start off with six treadmills?

Mr. David French responded treadmills and ellipticals are the most popular. I can't answer right now how many we will have of each. Pricewise, they are really close. \$120,000 was the initial number that we came up. In that \$120,000, we are looking at \$115,000 for equipment and then we have \$5,000 for televisions, stereos and equipment that we will not buy through Life Fitness or Free Motion.

Mr. Thibault asked since we have six pieces of cardio equipment then do we need to buy 12 more? Why don't we use the six pieces that we have?

Mr. David French responded one of the reasons is the equipment that we have in there now some of it is Technogym and we are having a miserable time getting to service it.

Mr. Thibault asked but as long as it still works?

Mr. David French responded it works but when it doesn't work then we are three months out to get it fixed.

Mr. Thibault stated but if we have six treadmills and one goes down then we still have five.

Mr. Randolph asked what are the fees attached to the pieces of equipment that we currently have?

Mr. David French responded it is just maintenance.

Mr. Randolph asked is that becoming an exorbitant cost?

Ms. Mixson responded there is a monthly maintenance fee and then every time they come out to fix something there is an additional maintenance charge.

Mr. Valyou asked what are you going to do with this equipment in here then?

Mr. David French responded we have talked about paying to get it upgraded to where it is cleaned up and then maybe have a silent auction or sell it or trade it in.

Mr. John Thompson stated if you want to buy three treadmills from me then I'll give you a price and if you buy six then I'll give you a different price. With all of this equipment it is not really a function of the years; it is a function of the use.

Mr. David French asked but that is the number that we want to go with?

Ms. Bock responded yes.

FIFTH ORDER OF BUSINESS

Update Regarding Projects Related to ADA Compliance Requirements

Mr. Yuro stated the playground contract has been executed, so the contractor moved forward with purchasing the equipment. The tennis courts and basketball courts, I have spoken to the vendor and that is going to be scheduled for the first part of December. I will make sure we communicate with the residents on when that is going to happen. We haven't made a final decision on what is going to happen with the lift or the kiddie pool. My recommendation for the main pool is to purchase a lift. There is a portable lift that I would recommend and it is about \$6,000. I think Wes has an update for us on the kiddie pool option.

Mr. Haber stated it appears as though that if the Board wants, we can do nothing with the kiddie pool. The standard being if it is economically feasible or technically feasible. What we need to do is have someone tell us what would need to be done to the pool to make it compliant, which Mike has done, which is put in the graded entry. Now we need to go to a contractor and

have a contractor say to do that these are the changes you would need to make to that kiddie pool. Once we have all that information as to what it would cost and what are the changes then we can determine, whether we meet those feasibility standards to determine whether we need to do it or not. If we conclude that nothing needs to be done then I will work with Mike and recommend that we update the ADA report.

Mr. Yuro stated with the big pool, we need two accessible means of entry. We need a lift and the other one can be modifying the stairs. I did speak with the pool contractor and they said they only need about a month from telling them to go until having the installation complete. We still have time for that.

Mr. Hayes stated I am for the portable lift.

Mr. Randolph asked what was the price on the permanent lift?

Mr. Yuro responded it is very comparable in pricing to a portable lift but then you have to install it.

Mr. Veazey asked with a portable one we can sit back by one of the walls with a cover on it and if someone wants to use then we can pull it out, right?

Mr. Yuro responded as long as there is someone here to do that for them. The lift has to be accessible to someone on their own, so if the pool is open and you have the staff at the pool then you can do it that way. If the pool is open when there is not staff available then that lift needs to be available.

Mr. Hayes stated I am good with getting the portable one and the staircase.

Mr. Yuro stated then I'll move forward with that.

Mr. Thibault asked but this thing needs power, so are we going to have to install power, where we are going to place this?

Mr. Yuro responded I will follow up on that. I am pretty certain it is a battery.

Mr. Thibault asked is there a weight limit?

Mr. Yuro responded the weight limit you would have to have is 300 pounds and that one has a 400 pound capacity.

<p>On MOTION by Ms. Bock seconded by Mr. Randolph with all in favor to authorize Mr. Yuro to purchase a portable lift & install stairs at pool for a not to exceed amount of \$6,500 was approved.</p>
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SIXTH ORDER OF BUSINESS**Discussion of Landscape RFP**

Mr. Yuro stated included in your agenda package is a draft version of the landscape RFP. Our meeting date in November is the 16th and not the 23rd, so I have made that adjustment and I have also moved up the proposal due date to the Friday before that to review the proposals. There is also a typo on the following page under the evaluation criteria and the points should be 35 for price. Also, for the final version of the RFP going out I am going to include two optional prices for installing the landscaping around the fitness facility. I am also going to put in an option for some additional mulch work for around the pool area. There will be a map associated with it included in it.

Mr. Haber stated I spoke with Mike prior to the meeting and it is anticipated that the cost of the contract will be around \$200,000, so I would recommend that you approve a number of things tonight. One would be approve staff moving forward with getting the RFP package on the street. What Mike provided to you were sort of the technical items that a proposer would need to provide information on. I would supplement this package with a number of things, including a form that will provide the corporate background of any proposer, as well as a copy of the contract that we would anticipate entering into with them. All of those were included in your last RFP package for landscape maintenance, as well. Mike included evaluation criteria in this package. A lot of times there is one extra criterion that we see in there and that is ability to perform the required services. I think it is a good one to include. If you do want to do that I would ask that you do that tonight and that you reallocate these points. This Board does need to specify the criteria and the points allocated to that criterion before the package can go out. Tonight, the approvals I would be looking for is staff moving forward with the RFP and specify the exact criteria we want to use and lastly, whether or not the Board wants to create an evaluation committee. Once the RFP gets on the street then proposals come in and we can either bring proposals in directly to the Board and under an agenda item, for example it could be review of proposals and you could then score them, evaluate them and award them. Alternatively, you can create an evaluation committee, which would meet on the same day as the Board meeting and they would evaluate the proposals and they would make a recommendation to the Board.

Mr. Hayes asked is understanding the scope of work what their previous experience is?

Mr. Haber responded sort of but also, you will get a packet that has a mistake in it, so you will ask if all of these areas need to be mulched and they will provide the answer.

Mr. Hayes stated I would like to see references in there directly.

Mr. Haber stated I will add references to this. The references and the corporate information are parts of the package that I will add to and then you will use that information as what you will look at to apply this evaluation criterion.

Ms. Bock stated under experience it says customer references.

Mr. Hayes stated so if they leave them out, we will ding them for it.

Mr. Randolph stated so five points for each.

On MOTION by Mr. Veazey seconded by Mr. Thibault with all in favor to amend the Evaluation Criteria as specified by Mr. Randolph was approved.

Mr. Haber stated then you need to decide if you want to set up an evaluation committee.

Mr. Hayes stated I say we do it like we did the other one.

Mr. Haber stated okay, so no committee needed.

On MOTION by Mr. Hayes seconded by Ms. Bock with all in favor to Authorize District staff to finalize the RFP package & criteria & authorize staff to publish the notice of the RFP was approved with Chairman to approve the final version.

Mr. Veazey asked is this scope the same scope that is out there now?

Mr. Yuro responded basically but I did make an adjustment on this scope to separate out what is going on in the Bermuda area. Currently, we have our CDD contractor mowing the amenity area but the golf course is providing all of the chemical treatment for all of the Bermuda area. We brought it up last year that it was an issue and we thought we were going to be able to get through it but we didn't. For this scope, I am separating it out to be whoever gets the contract is going to be responsible for everything to do with the CDD property. By the same token, currently, the CDD contractor maintains the parking lot and we get reimbursed by the golf course for that and we turn around and pay the golf course for their part over here, so I am separating that out, as well. I still need to check with the general manager because if they come back and say we can't handle it then we can include it in the proposal and they would still be obligated to pay a portion of it.

Mr. Veazey asked if the golf course is cutting back on their budgets, do we want them maintaining the parking lot at our front door or would we rather be in control whether we get the money back in that?

Mr. Yuro responded it is really their first choice because they own it. I can certainly present it to them that we would like to include that.

Mr. Randolph stated I would think they would want their front door to look nice, as well.

Mr. Yuro stated there was a change in ownership last year and with the change there were some cut backs and some changes. I will say with my own personal experience over the last several months that things have gotten much better.

Mr. Thibault asked are we mowing the soccer field?

Mr. Yuro responded DTE is our current vendor and they mow all of the Bermuda around the soccer field but the playing surface is currently mowed by the golf course. Moving forward the one contractor is going to be responsible for everything. The playing surface has very specific requirements as to the height and how often it needs to be mowed in here.

Mr. Thibault stated because the last time we did this, we included that and then later on the golf course came back and said they wanted to mow it. I don't even know if we got the price reduced for it.

Mr. Oliver stated yes. It was reflected in the contract.

Mr. Yuro stated in my opinion, it really needs to be separate, so there is no finger pointing.

SEVENTH ORDER OF BUSINESS

Consideration of Vendor Contracts

A. Janitorial

Mr. Yuro stated all of our vendor contracts were up at the end of September. Last year, we renewed them all. In the package I have provided a list of proposals for security, lake maintenance and janitorial. We do have one other vendor that I would like action from the Board on, which is Rick Arsenault, who is our pool vendor. He is the only one that I did not get a separate proposal on. He has done a good job. He hasn't changed his price on us in years. My recommendation would be to continue to move forward with Rick Arsenault for the pool services. I have gotten four proposals for janitorial services. Mr. Clean is the current vendor. I have worked with Erin over the last few months revising the scope of services, so they were all

bidding off the same scope of services. You can see Jani-King came in at the most favorable price. Their big claim is they do the TPC Sawgrass Clubhouse, which is a very nice facility.

Mr. Hayes stated my concern is the floors. How often are we doing the floors in the bathrooms?

Mr. Yuro responded we have different levels of service on the floors that start with daily. They do a monthly acid wash.

Mr. Randolph stated we are not locked into a year with their contract if we have a horrible experience.

Mr. Yuro stated that is correct. All of the contracts are that way. Citywide did give a bid and they were \$1,400 a month, so as far as price goes, they were third.

Mr. Hayes stated we have had enough complaints about the current vendor, so maybe it will be good to get someone fresh in there.

On MOTION by Mr. Randolph seconded by Mr. Hayes with all in favor the Proposal from Jani-King for Janitorial Services was approved.

B. Security

Mr. Yuro stated I would recommend keeping the same security vendor. We have had the same security guard on staff for the last couple of years and he knows the property and the people.

Mr. Randolph stated I concur with you on Giddens.

On MOTION by Mr. Randolph seconded by Mr. Hayes with all in favor the Proposal from Giddens Security for Security Services was approved.

C. Lake Maintenance

Mr. Yuro stated I don't have any particular issues with Lake Doctors. We do have flare ups in the lakes from time to time but I think that is fairly common. They have been responsive when I have had to call them out. To my knowledge, they have been the vendor in here since the neighborhood opened up but we did get some other competitive pricing. Charles Aquatics is very competitive and they also include stocking the grass carp as part of their contract. Future Horizons proposal is a little bit less but it does not include the stocking of grass carp.

Mr. Hayes asked did we request the stocking of grass carp or do they just not do it?

Mr. Yuro responded they do it but they charge for it. Quite honestly, stocking the grass carp is one of the most effective methods you have of maintaining the condition of the lakes because there are restrictions on how much chemicals you can use.

Mr. Hayes asked how much does it cost to stock carp?

Mr. Yuro responded they were anywhere from \$7 to \$9 a fish and the last time we had a stocking done we have 300 fish go in.

Mr. Randolph asked so has Charles Aquatics been around?

Mr. Yuro responded yes. They also do South Hampton. I spoke to their property manager, who was very satisfied with them and he gave them a high recommendation.

Mr. Oliver stated our firm only uses Charles Aquatics at one District and the feedback has not been good but that is a small sample size.

Mr. Veazey stated they do Amelia National and Tidewater for us.

Mr. Hayes stated \$5,000 is \$5,000 though.

Mr. Veazey stated they are very responsive. If you have issues they come out within a day or so.

On MOTION by Mr. Veazey seconded by Mr. Thibault with all in favor the Proposal from Charles Aquatics for Lake Maintenance Services was approved.

Mr. Yuro asked is the Board okay with continuing services with Arsenault?

Ms. Bock responded I am.

On MOTION by Mr. Veazey seconded by Mr. Randolph with all in favor the Proposal from Arsenault Pools for Pool Services was approved.

EIGHTH ORDER OF BUSINESS

Discussion Regarding Board of Supervisors Code of Conduct

Ms. Bock stated if you remember at the last meeting I brought up the subject of the Board adopting a code of conduct for the supervisors. This is a combination of pieces from several

different towns that have codes of conduct. I think we will give everyone a chance to look at it and bring it back at the next meeting.

NINTH ORDER OF BUSINESS

Other Business

Mr. Thibault asked can someone remind me why we are building an office in the fitness center?

Mr. Hayes responded part of it is we do have several trainers, so it would give them an area to keep personal files.

Mr. Thibault stated the trainers currently each have a locker.

Mr. Hayes asked wasn't it also due to the air conditioning above?

Mr. Oliver responded it is dual purpose. It will have an air conditioning unit over the office space. It will also give trainers the opportunity to perform consultations in a more private setting. The CDD will control that room and if the Board wants to use it for something else at a later date, they certainly can.

Mr. Thibault asked the personal trainers pay nothing to use this facility, correct?

Mr. Oliver responded correct.

Mr. Thibault stated we don't charge anyone to use our facilities and we have brought this up in the past. There was a reason why we didn't charge them. Can we charge them for it?

Mr. Oliver responded I think more than anything else it is third party agreements, so that the residents can have those services provided without an additional mark up for them.

Mr. Hayes stated one homeowner did e-mail me about Stacy and her husband maintaining the facility from a cleaning standpoint. That might be something to exchange that is their responsibility if they are going to use then they need to clean it. They add a lot of value to the facility.

Mr. John Thompson stated a lot of residents use them and they like them. They are here all the time. They keep it clean. They actually provide a little supervision for the high school children.

Ms. Hayley D'Jock stated I attend a Pilates class here and on average there are nine people. They are paying from \$8 to \$10, so she is making \$80 an hour without paying anything. It is convenient but for half that price you can join the YMCA and have unlimited classes. We

had discussed if there was anyway to bring that down and now we find out that she is not even paying anything back to the facilities.

Mr. Hayes stated maybe they are overcharging.

Ms. Hayley D’Jock stated I would rather pay it directly to the CDD and then the CDD pay her.

Mr. Hayes stated but then you start an employee mentality. Maybe a year from now we need to evaluate because the new fitness center is going to draw in more people. The only stipulation is if there is only one person there or 10 people there, that class goes on.

Mr. Thibault asked don’t I have to rent this room if I have a party in here?

Ms. Mixson responded yes.

Mr. Thibault asked does Zumba or Pilates rent this room?

Ms. Mixson responded no, but you are also having a private party and anyone can come to a Zumba class.

Mr. Hayes stated so we will bring this back up when the new fitness center opens up.

Ms. Amelia Johnson stated there are several people that are attending the fitness classes that don’t live in our community, so not only is she using it for free but she is getting outside money.

Ms. Bock stated we have had that discussion. I think we need to have a word with her. She needs to know their names and addresses and not allow them in.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated the District officially owns the property. The transaction with the Developer is done. Mike Yuro included in his report regarding discussions with the County and their willingness or lack there of to take the roads. At the last meeting I addressed the fact that we would soon have the property and I would like to begin the negotiations with the County regarding the use of that pond. Mike heard from the Director of Public Works, as well as the County Engineer and Assistant County Engineer and it was their strong opinion that they would not recommend that the County take the roads and even if they were to recommend that the County take the roads, they are not sure that the commission would agree to take the roads. I think, in large part, it is a reflection of the economy. Those guys aren’t the end all, be all, as far

as a decision in concerned. I think Cindi Stevenson is the county commissioner for this area, so there are other avenues that we could continue to look into. The County has been here before and this Board has conceptually approved that they would allow the County to expand the pond and that we would enter into an agreement with them to do that, as long as they cover any expenses. My recommendation today is to give you this report and allow Mike and me to continue to deal with the County and then once we know more where the County stands then we can come back to you.

Mr. Thibault asked if they absolutely say no and there is no dealing, is there legal action?

Mr. Haber responded no, because often it is at the beginning when you are getting the PUD or the DRI for the development, the Developer negotiates that with the County. The County does have the authority to say if you are not going to negotiate with us on this pond then we will take it by eminent domain and that would require them to pay us for the property but it also means they are going to own that property.

Mr. Hayes stated it seems to be moving to a level, where we need a bigger gun. We need someone that has experience in this negotiation. We almost need a lobbyist.

Mr. Haber stated I don't have that relationship with the County.

Mr. Oliver stated it is also a timing issue. It may make sense to get through the 2012 election cycle, as well as let the economy recover some. You are talking about road improvements in 2020.

Mr. Haber stated the County has a road to expand and they are going to need to know what they can do with this pond, as far as drainage for that road. I don't know what the County's deadline is on needing to know that.

Mr. Yuro stated the County was very clear that even if they were to be inclined to consider the roads, they would want to keep that totally separate from the real estate issues with the pond. The next step would be with the County Commissioners.

B. Engineer/Property Manager

Mr. Yuro stated UPS contacted us again and would like to have the same deal that they had last year, where they provided the trailer and the person on the golf cart to deliver packages. They are okay with using the same agreement as last year.

On Motion by Mr. Hayes seconded by Ms. Bock with all in favor the Agreement with UPS was approved.

Mr. Yuro stated I met with the contractor today and they are going to start trimming the trees next week. They are going to start on the main roads and then hit the side roads. I have notified the Fire Marshall and he is thrilled that we are getting started. He just asked that I let him know when we are done, so he can come out and confirm it.

Mr. Veazey asked can you be out at the first tree trimming, so we don't get some hack out there?

Mr. Yuro responded yes. I am going to meet with them the first day they get started. Supervisor Hayes brought up some questions about some manholes in the front. I contacted JEA some time ago and JEA came in and fixed about a half a dozen manholes on Eagle Point, which weren't in as bad of need. I'm not sure if they just got the wrong address or not. I have notified them they haven't finished.

Mr. Hayes stated they already started marking them out here.

Mr. Thibault asked what is happening with them?

Mr. Yuro responded the asphalt that is poured on top of the concrete box as it meets up against the manhole lid is starting to pull away and creating a pothole, so they are coming in and cutting the asphalt out and pouring concrete.

Mr. Hayes asked what about the graffiti on the fort?

Mr. Yuro responded about a month ago some kids spray painted the inside and the outside of the fort. It is not real bad or real vulgar. I spoke to our playground manufacturer because every time we do improvements to the playground every other board on that side is coming off to create more of a view into it, so he is going to manipulate the boards, get rid of the boards with spray paint on them and then stain and seal them.

Mr. Hayes asked what kind of time frame until he gets started?

Mr. Yuro responded I have not heard back from him.

Mr. Hayes asked if it is going to be a couple more weeks, can we get it power washed off?

Mr. Yuro responded okay.

C. Manager

There being none, the next item followed.

D. Art of Living Director

Ms. Mixson stated in regards to the holiday tradition event, the plan this year was to team up with the club and have it on December 4th but the problem with that is they are not available now on the 4th. I was going to move it to December 11th but I know there is a home Jaguars game and I know that has been an issue with some people. We will have port-a-potty's.

Mr. Thibault stated several people have asked me about our community garage sale and that it is a month late on when we typically do it. Are we not doing it this fall?

Ms. Mixson responded it is November 4th and it was the same weekend last year. I sent a couple e-mails out today.

ELEVENTH ORDER OF BUSINESS Supervisors' Requests

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Audience Comments

A resident asked which pond are you talking about with the County?

Mr. Haber responded the main pond at the front on 210.

A resident asked what is going to be done that would affect that?

Ms. Bock responded they are going to widen County Road 210, so our pond will have to be remodeled. They made a presentation and we accepted one form of remodeling.

Mr. Tom Hudson stated from an aesthetic point of view, I would like to see all of the same equipment in the fitness center.

Mr. Volyou stated I echo the new equipment but primarily because of the software on it. I am a post cardiac patient and I do my exercise to cardiac rate, which you can do at Palencia. My wife would like to see a couple of benches around the community. I would like to see some pet waste stations, especially down in Stonehedge.

Ms. Bock asked can you get the locations, where your wife would like those benches?

Mr. Volyou responded okay.

THIRTEENTH ORDER OF BUSIENSS Financial Reports:

A. Balance Sheet as of August 31, 2011 and Statement of Revenues & Expenditures for the Period Ending August 31, 2011

Mr. Oliver stated included in your agenda package is the balance sheet and income statement.

B. Check Run Summary

Mr. Oliver stated included in your agenda package is a check run summary. The invoices were provided to you under separate cover.

On MOTION by Ms. Bock seconded by Mr. Thibault with all in favor the Check Run Summary was approved.

C. Special Assessment Receipts

Mr. Oliver stated included in your agenda package is the special assessment receipt schedule. The District is 100% collected.

FOURTEENTH ORDER OF BUSINESS Next Meeting Scheduled – November 16, 2011 at 6:00 p.m.

Mr. Oliver stated the next meeting is scheduled for November 16, 2011 at 6:00 p.m.

On MOTION by Ms. Bock seconded by Mr. Randolph with all in favor the meeting was continued to October 26, 2011 at 6:00 p.m. at the Swim Club Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

FIFTEENTH ORDER OF BUSINESS Adjournment

Secretary/Assistant Secretary

Chairman/Vice Chairman