

MINUTES OF MEETING
CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Capital Region Community Development District was held Thursday, May 13, 2010 at 6:30 p.m. at the Good Samaritan United Methodist Church, 3720 Capital Circle SE, Tallahassee, Florida.

Present and constituting a quorum were:

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| Mary Lee Kiracofe | Chairperson |
| Barry Brooks | Vice Chairman |
| Alan Hanstein | Secretary |
| Wayne Toothman | Assistant Secretary |

Also present were:

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| James A. Perry | District Manager |
| Joe Brown | District Counsel |
| Abe Prado | St. Joe Company |
| Norman Robertson | PBS&J |
| Robert Berlin | Operations Manager – GMS |

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 6:30 p.m.

SECOND ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the April 8, 2010 Meeting**
- B. Balance Sheet as of March 31, 2010 and Statement of Revenues & Expenditures for the Period Ending March 31, 2010**
- C. Treasury Report – January 31, 2010**
- D. Allocation of Assessments**
- E. Check Register**

Mr. Perry stated item two is approval of the consent agenda and these are the normal items you see on a monthly basis on the consent agenda. There are a couple of items to note for the board, under the allocation of assessments we are 94% collected. We will probably get one more installment in and then they will sell the tax certificates. Other than that I will ask if there are any questions or changes or comments on the consent agenda.

On MOTION by Mr. Hanstein seconded by Ms. Kiracofe with all in favor the consent agenda items were approved.

THIRD ORDER OF BUSINESS

**Consideration of Public Records Retention,
Resolution 2010-01**

Mr. Perry stated included in your agenda package is a memorandum from Hopping Green & Sams and two resolutions to choose from.

Mr. Brown stated we think it is a good idea for all Districts to have a formal policy regarding public records retention. There are two options; one is to adopt a schedule in accordance with State and Federal Law and the requirements of our trust indenture or you can just hold onto everything.

Mr. Perry stated right now, we keep all the records of the District. We don't destroy anything. When you look at the requirements of the state, since we do issue 30 years bonds the requirement would be to keep information related to those bonds for 30 years plus three years thereafter. The bottom line is when you start looking at it you really need to keep most records. We estimate about 95% of all the records need to be kept for that 33 year period. We would recommend at this point and time that we keep all the records. The one thing we talked about internally though is there will probably be legislation passed requiring all records to be electronic, so at that time we will probably come back to the board and change our policy.

Mr. Brooks asked once you start scanning them would there be any reason to get rid of the records at that point?

Mr. Perry responded just for reference purposes. Most of the documents we generate now are electronic but there are a lot of older records for the District.

Mr. Brooks stated if you elect to keep all the records then you are on the hook for it, so if there is a court case down the road then you are responsible for it.

Mr. Brown stated this is not a one time decision. This can be revisited at any time.

Mr. Perry stated we recommend that you consider exhibit B, which is retaining all the records forever.

Mr. Brooks asked is that pretty much the standard that other Districts are doing?

Ms. Kiracofe responded from my understanding, yes.

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor Public Records Retention, Resolution 2010-01 Exhibit B was approved.

FOURTH ORDER OF BUSINESS

Consideration of Termination of Intergovernmental Agreement for Southchase Boulevard Phase 1 with Blueprint 2000

Mr. Perry stated there is a write up included in your agenda package.

Mr. Prado stated essentially the District had entered into an agreement in November of 2008 with Blueprint to have Blueprint construct Southchase Boulevard. The logistics behind it was at that time Blueprint was going to be constructing Capital Circle through that area. Southchase drains into stormwater system for Capital Circle, so it made logical sense to avoid having multiple contractors point a finger. Unfortunately, since that time the project was delayed significantly. Capital Circle is pretty much complete. We do not yet have a permit for the modification of Southchase Boulevard. If you recall last month the board approved payment to Blueprint for modification to account for the 4 laning of Southchase. We just talked to the city and that is still being reviewed. We were not at a point where we could wrap that up and start construction.

Ms. Kiracofe asked it is my understanding that this is to protect the District because of all those factors.

Mr. Hanstein asked were there any fees associated with this in canceling it with Sandco that the District was responsible for?

Mr. Prado responded it is my understanding that Sandco has never been given notice to proceed. The District never gave any notice to proceed to Blueprint to actually start construction.

Mr. Hanstein asked were there any fees allocated to that at all?

Mr. Prado responded you paid for the engineering already.

Mr. Toothman asked do we need to accept all the liability away from Blueprint 2000?

Mr. Prado responded I'm not sure what liability you are referring to.

Mr. Toothman stated I was thinking the reason Blueprint wants to do it is to avoid litigation and liability.

Mr. Hanstein stated well, Blueprint wants to terminate the intergovernmental to avoid any claims on their side from their contract.

Mr. Toothman asked so we have no liability there?

Mr. Hanstein responded I don't think it really changes our position.

Mr. Steve Ghazvivi stated there will be no claims from Sandco. There will be no cost.

On MOTION by Mr. Hanstein seconded by Mr. Toothman with all in favor Termination of the Intergovernmental Agreement for Southchase Boulevard Phase 1 with Blueprint 2000 was approved.

FIFTH ORDER OF BUSINESS

Approval of Solicitation of Proposals for Final Lift on Four Oaks Boulevard

Mr. Prado stated this is to install the final lift for sections of Four Oaks that do not have it, so it is essentially from Merchants Road south to Shumart and from Golden Rod south to just a little north of the round-a-bout. This would be to install the final lift and your thermal plastic striping. The city has been requesting and if nothing else we would have to stripe and fix the road. There are no stripes left in that section of the road, so we might as well just do it right.

Ms. Kirakofe asked so this means all of Four Oaks will be done from Conley School down to Shumard Oak?

Mr. Prado responded yes.

Mr. Hanstein asked which bond is this coming out of?

Mr. Prado responded it will be advanced funded.

On MOTION by Mr. Brooks seconded by Ms. Kirakofe with all in favor Solicitation of Proposals for Final Lift on Four Oaks Boulevard was approved.

Mr. Brooks stated the culverts that are kind of out of parameters I don't know what water those things are catching unless it falls directly into it.

Mr. Prado stated we will see what we can do. Unfortunately, to reset those is a significant operation because you have to go back and remove the caps and the tops.

Mr. Brooks stated I understand that it might be costly and we need to do everything we can to avoid that but at the same token I don't think it would be wise to leave it if it's not really doing what it was intended to do.

Mr. Prado stated I wouldn't go as far to say it is not doing what it was intended to do. Your road is at an angle. The inlets were set flat but I think you still have some capture capacity.

Mr. Brooks stated as long as it meets specification.

Mr. Prado stated I think it is more of an aesthetic concern more so than a functionality concern.

Mr. Hanstein asked so these haven't been accepted yet by the city yet?

Mr. Prado responded no. They have.

Mr. Hanstein asked has the road been accepted?

Mr. Prado responded the road has been accepted. Everything has been accepted.

Mr. Hanstein asked so the city would tell us if those things were out of whack and would it be their responsibility to fix those at this point if it has been accepted?

Mr. Prado responded I think if those weren't functioning properly you would have a more significant and notable problem.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Memorandum

There being none, the next item followed.

B. Engineer

1. Work Authorization No. 128-Southwood NFWFMD-Permitting for WD 005 Pond Expansion

Mr. Robertson stated included in your agenda package is work authorization number 128. PBS&J is currently under contract to do the design for the expansion of the two large ponds that are at the south end of Tram Road. Those are WD005 and SB111. One of the requirements that is a permit requirement before constructing those ponds is a Northwest Florida Water Management District permit that is known as an ERP. This work authorization is essentially to prepare and submit the permit documents to the water management district, as well as the construction administration involved with that project.

Mr. Brooks asked the total cost for this is what?

Mr. Robertson responded \$25,272.

Mr. Brooks asked is that just for the CDD to pick up or is that something St. Joe is splitting with us?

Mr. Robertson responded I believe that is a CDD cost and it is the additional cost just for the Northwest Florida Water Management District permit.

Mr. Brooks asked where would it be funded out of?

Mr. Perry responded these are advanced funding by St. Joe.

Mr. Hanstein asked is this a not to exceed based on number of hours? There is no way you could actually know it is exactly going to be that many hours, right?

Mr. Robertson responded I believe it is a lump sum contract. I don't think there is anyway we can know it is going to be exactly that many hours at this point.

Ms. Kiracofe asked is it a not to exceed amount?

Mr. Robertson responded ye, it is.

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| On MOTION by Ms. Kiracofe seconded by Mr. Hanstein with all in favor Work Authorization No. 128-Southwood NFWWMD-Permitting WD 005 Pond Expansion was approved. |
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2. Work Authorization No. 129-Southwood NFWWMD-Permitting for SB 111 Pond Expansion

Mr. Robertson stated included in your agenda package is work authorization number 129. This is essentially the same thing as 128. SB 111 is the other pond. It is going to be moved to the other side of the road. It is the same issue. We are looking to get the Northwest Florida permit. The fee for this one is \$21,212.

Mr. Brooks asked Northwest Florida Water Management District about two years ago stepped into the regulation where they started to have the authority or the statutory responsibility to issue permits. They hadn't in the past, right?

Mr. Robertson responded that is correct.

Mr. Brooks asked so that is why this funding would not have been in the original budget estimates because it is an after the fact deal?

Mr. Robertson responded that is correct.

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor Work Authorization No. 129-Southwood NFWWMD-Permitting for SB 111 Pond Expansion was approved.

3. Work Authorization No. 130-Southwood Four Oaks Boulevard Overlay Construction Administration

Mr. Perry stated included in your agenda package is work authorization number 130.

Mr. Robertson stated this would be to provide the bid documents for the overlay and limited construction administration during construction.

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor Work Authorization No. 130-Southwood Four Oaks Boulevard Overlay Construction Administration was approved.

4. Consideration of Change Order No. 7, Unit 35, Sandco, Inc.

Mr. Perry stated included in your agenda package is change order number seven.

Mr. Robertson stated the revised change order did not make it in the original package. I believe one was emailed to you. There were some minor revisions to that one, as well, which I passed out prior to the meeting. Change order number seven is a revision to the contract that essentially removes all the discretionary items that were not needed during construction. If you recall, I believe it was change order number five where we increased the contract amount for the asphalt overlay in units 29 and 30 where they thought they were going to need additional asphalt. They did need additional asphalt to what was originally planned; however, they did not need as much as what was requested. What was requested was a not to exceed amount. There is a large decrease in the contract based on that asphalt not being needed. One of the revisions that was not in the one that was submitted to you earlier is this provides a 235 day extension to their contract. Part of the unit 35 contract consists of sod work and other stormwater facilities associated with TR 105, which is a large pond South Tram Road that the earthwork is currently being done under a separate contract. Since this contract is tied to that work being completed we thought it was appropriate to extend the contract for those items that are held up due to the construction. The contract that Sandco has for the earthwork should be up September 1st and this provides them an additional 30 days for substantial completion for sod work and another 30 days for final completion.

Mr. Brown stated the main issue being that until that work is done we can't get the city to accept the improvements, so we can't close our contract until we are sure the city is going to take the improvements.

Mr. Brooks asked so contractually that is your recommendation, as well?

Mr. Brown responded yes. I don't what else we can really do. Even if you wanted to pull that remaining sod out of the contract we still wouldn't be in the position to close that contract because once again we would be waiting on the city for the work to be done, so we can get final approval from the city. I think we have to extend the contract out regardless. Sandco is also doing this separate work with St. Joe for the actual excavation of this pond, so I would hope that St. Joe is there onsite and it is not going to be huge restart up.

Mr. Brooks stated I would assume since we are extending their contract that their final payment would be held, so we both are making a sacrifice at that point.

Mr. Robertson stated they wouldn't be able to complete the construction. This change order is a net decrease of \$13,521.91.

On MOTION by Mr. Hansen seconded by Ms. Kiracofe with all in favor Change Order No. 7, Unit 35, Sandco, Inc. was approved.

Mr. Robertson stated Sandco has submitted a request based on the discussion we just had on the discussion we just had on the fact that their work is being held up at TR 105. Sandco submitted a request to have the retainage on the work that they have completed and released. The work has been completed but it has not been accepted by the city and it has not been fully inspected. No punch list has been generated. The recommendation we have at this point is to continue to work with the city and encourage them to provide an initial inspection, which would include a substantial completion for the construction that has already been done for the roadways, the box culverts and the two ponds that they completed. Once that inspection and that punch list have been generated and the punch list has been completed to release the retainage to 1% rather than 5%.

Ms. Kiracofe asked can you explain the connection between these two?

Mr. Robertson responded as Joe stated earlier the contract we have with Sandco requires that the city provides acceptance of the permit before they the contract is closed out. The city will not accept either permit, the Shumart street permit or the unit 35 permit, until TR 105 is

completed. TR 105 as we said their earthwork is being done under a separate contract, so TR 105 is not going to be completed and doesn't need to be completed until September 1st. Then beyond that there is still some sod work associated with that pond that needs to be done before the city will come out and do a final inspection and acceptance. Essentially, they have completed all the work; however, they can't get completion of the contract because TR 105 is under a separate contract.

Ms. Kiracofe asked so you are asking the city to come out and look at the substantial completion and see if there is a punch list?

Mr. Robertson responded we would like them to look at everything that has been currently constructed and make sure it has been built according to the permit without actually accepted the project and this would include the utilities, growth management and public works. Currently, we are holding \$220,624.95 in retainage and 1% we would be holding \$44,124.99.

Ms. Kiracofe asked so you would have the city come in and do this preliminary stuff?

Mr. Robertson responded yes.

Mr. Toothman asked what defines substantial completion?

Mr. Brown responded I think the realistic view is to be in a situation where the city could come back where we are at the actual point of getting substantial and final completion that if they found additional items that they wanted to be addressed they would have to be addressed.

Mr. Robertson stated in all likelihood they have to come back out for a final inspection after the substantial completion and there might be some minor issues that they bring up and that is the purpose for holding the 1%. In addition to the retainage, we do have performance and payment bonds with the contractor, as well as a two year warranty after the project has been completed.

Mr. Brooks asked is this something that we could consider at our next meeting to allow you the opportunity to allow you to work with the City of Tallahassee to have them come out and do a substantial review of the project, so that way we actually have something on paper for us to look?

Mr. Robertson responded I don't have a problem with it. I like the idea because I don't think it is fair to Sandco. They completed the project for the most part but retainage is maintained typically because we are waiting to get approval for all the work that you did do meets all the standards. We have our first meeting with the city tomorrow morning at 9:00 a.m.

Mr. Hanstein asked would it be possible to maybe comprise and have the Chair or another supervisor be able to work with Norm after that point and work with Joe to go from 5% to 1% in retainage?

Mr. Brooks responded that's fair. I just don't think it is fair to make that decision tonight.

Mr. Hanstein stated and if the board was interested in approving my recommendation it is going to be subject to final review by staff and the city agreeing that they are going to provide the substantial completion and the checklist and that there aren't any huge issues.

Mr. Toothman stated before the city approves anything they are going to want to look at the record drawings and all that. Are all the record drawings done?

Mr. Robertson responded I believe we are still waiting on some irrigation asbuilts but as far as the roadway, the utilities and the grading of the stormwater ponds those record drawings have been submitted to PBS&J and I believe most of them have actually been submitted to growth management and public works. They do have the record drawings and they do have testing reports for the roadways and there was a ditch that was filled in and it needed some testing reports. The majority of the documentation that the city requires has been completed. I believe the only two pieces of information that they are still waiting on is a compliance report from the engineer, which cannot be filled out until the entire project is complete and the asbuilt to the pond.

Mr. Steve Ghazvini stated this pond was originally part of this contract. Before the bid was removed out of the contract somewhere towards the end of our project it was added. We negotiated the bid. The point is we don't have any control over that. It is very unfair for us. The only reason the city won't come and inspect it is because of the holding part. We have performed our duties to you. The definition of substantial completion says for the owner to be able to use it for the intended purposes. You have the benefit of everything that you have bargained for. I don't have a problem with you holding \$40,000 of our money just because there is not a mechanism to finish the contract but to hold \$220,000 is very extreme. I agree with Mr. Brown. Hopefully tomorrow we can get some conversation with the city that they understand what the situation is.

Ms. Kirakofe stated I'm comfortable with the process that the engineers and our attorney have delineated but I'm happy to wait until the city comes out and we can revisit that.

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor Release 4% of the 5% of the Retainage of this Project to Sandco was approved, subject to documentation from the City of Tallahassee from our staff that the project would be accepted.

Mr. Robertson stated there will be a punch list created from the inspection.

Mr. Brooks stated I don't think my motion was intended to mean that there was some kind of sign and sealed document from the city. I would be acceptable to what Joe indicates keeps us in a decent position. I compliment you, Mr. Ghazvini on the work that you have done in here and for working with us on this but you have to understand the position that we are in as a body that has to approve the final payments. There was a process in place. You are participating in that process and just because something has gotten in the way of that process doesn't mean that we have to step away from it. I think we are trying to be fair and take your concerns into consideration while we are still trying to adhere to the way it was laid out.

C. Property Management Report

1. All Pro Reports

Mr. Berlin stated the first thing in your agenda package is All Pro's weekly reports.

2. Operations Memorandum

3. Variance Report

4. Crime Reporting Program

Mr. Berlin stated the second one is my daily logs. On the open items list we have lake maintenance. TR 221 A and B are the two ponds that sit in unit 27 and it is commercial unit that is right across the street from the Starbuck's. We have already started work on those two ponds. They have been inspected. We have already paid the permit renewal fees and I spoke with the inspector on Tuesday. We are looking good. It is a little tough working in there because it is a little wet. We need to replace a grate that is on there. It is not on the inspection report. I cannot tell you why it is not the right grate on the box. I haven't been able to get anyone to tell me why but in my opinion to the board it is a liability the way it is now, so we need to put the proper grate on it. I have asked for a proposal for that but I have not received it yet. There will be a cost to the board. The grates that are in there now are just a make shift thing. I don't know of

any security or accident reports that came across my desk in April. I have two pump station maintenance proposals included in the agenda package. These are for maintenance agreements with Hoover Pump for the 130 pond. I would like the board to consider entering into these. We have spent a lot of work on these. In the long run they will save you in utility costs. You have them. You paid for them, so we might as well use them. We have been slowly bringing them back on line. We did have a line item in the O&M budget for pump maintenance that was given to All Pro. We are using some of that money to go ahead and pay for repairs on the pump. My advice is to let the company that built the pump station maintain it.

On MOTION by Mr. Hanstein seconded by Mr. Brooks with all in favor Proposals with Hoover Pump for Annual Pump Maintenance was approved.

Mr. Berlin stated if you turn back one page there is another quote in there for Southeast Industrial Plastics. Last month I had come to you with the fact that we would probably want to put a strainer on the reuse line because of the problems that we were having. We don't appear to be having near as many problems but we are still getting trash in our line. I think a lot of that is being mitigated by the fact that Eddie is now taking some of the water. The \$1,300 is under the \$1,500 that we said we would spend.

Mr. Hanstein asked that's not the mesh filter that I was playing with in your office was it?

Mr. Berlin responded no. Those are the disc filters.

On MOTION by Mr. Hanstein seconded by Ms. Kiracofe with all in favor Proposal from Southeast Industrial Plastics for a Strainer on the Reuse Line was approved.

Mr. Berlin stated on Blair Stone Road we have the RPM's down. We have the thermal down. The grass is starting to grow back in. I think you are starting to see a definite change between the medians. I think if you drive it at night that the RPM's at 20 feet really light it up and they make a nice noise if you put your tire on them. I think it was in the board's best interest to do it that way and hopefully it will help out some.

Ms. Kiracofe stated I would like to see us come back with a quote for doing parts of Four Oaks.

Mr. Berlin stated we have talked about that. I will get with Abe. I think he has the drawings. I think initially Abe had worked up to go from the round-a-bout to Berringer.

Ms. Kirakofe asked can you bring that back for us?

Mr. Berlin responded yes.

Mr. Hanstein stated I heard a lot of good feedback. I am very impressed coming in here at night, especially when it is raining. It looks great. You can see it. I know it is making a difference. Based on the costs that we had I would love to see it go all the way down because I think that next area is where people are still coming off next to the pond.

Mr. Berlin stated that was about three and a half truckloads of sand at that cost.

Mr. Toothman asked on your off roads when they put fertilization out can we get the applicators license number included in the agenda package for both the City of Tallahassee and Leon County?

Mr. Berlin responded yes.

Ms. Kiracofe stated along the lines of the medians we need to relay to the HOA that on graduation night we experience extra activity.

Mr. Berlin asked is it this Friday?

Ms. Kiracofe responded yes.

Mr. Berlin stated the final lift of asphalt for units 29 and 30, the job took a little while but I think it looks real nice and since we maintain the bases through there we cleaned them out, so now you can drive thru there without tearing your front end of your car out. An update on unit 35, I did a walk thru on irrigation. Chris Buckley did a walk thru on the trees. I had a punch list that I generate for the irrigation and it has been done. We did a second walk thru. I had some comments on the asbuilts. Of course, the asbuilts go back to the contractor, Sandco and I guess they will submit them. We have walked the sidewalks, which in the past they have been a very sticking point with the city and I didn't see a punch list generated but I know I walked with them and we had little, if anything, as far as the slopes go on the sidewalks. Use of the FWC off duty officers, I had hoped to have an officer on duty this past weekend and that did not happen but the state deployed one or two for here and Piney Z and citations were written. We are on schedule to have a uniformed officer out this weekend. There is some paperwork that I have been asking FWC to return and they promise they would. Hopefully I will have it before they go back out there. We are going to give them a map and let them know what the officer needs to look for. I

have three special use permits. This one I don't have a copy of. It was handed to me on the way over. It is for a croquet tournament.

Mr. Hanstein stated I just handed it to Robert. It is for 29 people, so it is under his threshold. It was emailed to me. It is June 12th. They already have the HOA community center and then they requested to use the grass behind the community center, also. It is for Male Cancer Awareness charity fundraiser. There are five teams at \$250 a team.

Mr. Berlin asked, "Abe, does HOA property extend beyond the fence or no?"

Mr. Prado responded yes.

Mr. Berlin asked so it is quite possible that all of this is going to take place on HOA property?

Mr. Prado responded could be.

Mr. Berlin stated I'll meet with them and we will see. This may not even be an issue. In front of you is from a homeowner, Shane Fuller. He attends the Faith Baptist Church and they have requested use of the park on June 19th. They plan to set up three tents. It is strictly their church members only. This is not an advertised outside event. They are not sure just how many of their disciples will show up but they are expecting 100 or less but they could always get 500. I asked them for a deposit of \$450. They are going to use the Town Center parking and they are going to shuttle their people down in their bus, so no one will be parking in the recreation center parking lot. They have already made contact with the HOA and have been approved to use the facilities at the recreation center on that date. I know the board needs to approve it because of the capacity of the crowd. After meeting with these people and talking to them I do not see a problem with this.

Ms. Kiracofe asked and he is also the Wildlife Biologist?

Mr. Berlin responded yes. He has gone a long way in helping us get some of these other things approved out here.

Mr. Hanstein stated if you can just remind them about parking. It says where they are planning on parking but my experience has been that some plans don't get followed, so they just need to make sure that they have a back up plan. I see that they don't have security, so make sure that you mention to him that in the past when we have had events people park where they are not supposed to. Make sure they know it is their responsibility for that, not ours.

Mr. Berlin stated Shane said he was personally going to be handling the shuttling.

Mr. Brooks stated maybe recommend to some of these entities coming in that they designate marshals, like they have at golf courses, so they know how serious we are about the parking.

On MOTION by Mr. Hanstein seconded by Mr. Toothman with all in favor the Special Use Application for the Baptist Church Event on June 19, 2010 was approved.

Mr. Berlin stated for the 4th of July event the last piece that was missing out of this package he submitted to me was the fireworks permit and Gwen got that to me.

Ms. Kirakofe asked from the city?

Mr. Berlin responded yes. That was the last thing that we lacked, so I put it in the entire package and then I resubmitted the entire package.

Mr. Brooks asked so everything is in order?

Mr. Berlin responded yes. I have a deposit in hand and I have what appears to be all the information that the city requires for the fireworks.

Mr. Hanstein asked do we know if these fireworks consistent with what we have done in the past years?

Ms. Kirakofe responded it is either consistent or less because of funding. I recognize a lot of this and it is not any greater than what we had in the past but it could be a little less.

Mr. Brook stated I would like to compliment the work that the homeowners association does for this event every year. It is a great event.

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor the Application for the 4th of July Event was approved.

Ms. Sue Ellen Smith stated I was looking at the application and it says that between 1,000 and 2,000 people were expected to attend but it lists the community center for parking.

Ms. Kirakofe stated I know a lot of people and ride their bicycles and I know that the police have an action plan prior to the event to prevent people from parking on Grove Park and no parking zones. They cannot prevent people from parking on the city streets. They can prevent them from parking on Grove Park and green spaces.

Ms. Sue Ellen Smith asked did you say you got the permit?

Mr. Berlin responded yes. There is a copy in here.

Mr. Hanstein stated we might want to amend the form to actually say what type of security we have.

Ms. Kirakofe stated on the form it says will security be required and it says yes but there is no blank that says if so then describe.

Mr. Hanstein stated we might want to amend that and bring it back at a future meeting.

Mr. Toothman asked this is for all day, right?

Ms. Kirakofe responded it includes the festival and the fireworks.

5. Landscape RFP Draft Documents

Mr. Perry stated included in your agenda package are the landscape RFP draft documents. We wanted to get this to the board and kind of go over it in general and talk about a couple items we need some direction on. Our plan is to bring back at the next meeting the revisions to these. You can provide comments during the next month. There will be a more detailed scope, which will show the different areas. We will have the complete package for you to look at, at the next meeting. The process after that will be to advertise and solicit for the proposals. We would have a mandatory onsite meeting with the perspective proposers and tour the facilities. We hope to get the proposals in by August meeting time, so we can review those at that time. We have had the discussion in regards to the street trees and we are going to put that in as an alternate and bid on that completely separate, so that we can get a cost from the proposers on that. You will see that in the next version of this. The other two things that we wanted to have some direction on was if you look at the evaluation criteria it currently has five items. The five criteria are ability of personnel, experience, understanding the scope of work, financial capability and price. The one thing that is not included in there and we thought it should be really explicit in regards to the evaluation but there is no local preference in there. We thought we should include that at least in one of those criteria. We expect we will get quite a bit of proposals.

Ms. Kirakofe stated we had discussions before where we wanted to keep our money local with the local economy but I wanted to hear your thoughts on that tonight.

Mr. Hanstein asked how would you define local?

Mr. Perry responded probably the county.

Mr. Hanstein stated maybe go with a radius.

Ms. Kirakofe stated 100 mile radius.

Mr. Hanstein stated I like the idea of keeping it locally. I am wondering more if we want to make sure that the RFP states that the equipment has to be located here in some way. I do think that some weight should be given to a company that is a Tallahassee based company.

Mr. Brooks stated I fully support the effort to keep our business local and I think we should require it to be in Leon County. There could be some sort of documentation as to whether they are licensed in the City of Tallahassee. I don't have a problem requiring that because these are businesses that have already made the decision to be here in Leon County. Well, I would love to have the company from Virginia make the decision to move down here to Leon County I don't think that is fair.

Mr. Hanstein stated I would definitely be in favor to make sure that they are allowed to do business or have a permit to do business in Leon County. I think 100 mile radius would be too far; maybe a 50 mile radius would be better.

Mr. Brooks stated I am fine with that but I don't have a problem also saying it is what it is. I prefer them to be in Leon County.

Mr. Hanstein stated I know when we did this last time you had other vendors who literally were in Jefferson and who were connected to the county but had their offices in other places. Obviously, All Pro is here onsite now but where is your other office?

Mr. Barber (from All Pro) responded there is one in Havanna.

Mr. Brown stated I think everyone might have a little different take on it and as part of this package we have a questionnaire for them to fill out where they indicate the parent company, and so forth. I would suggest including it as one of the examples of the considerations that you could take into in the broader category, so then each supervisor in their own mind within that objective category make a subjective decision about the weight they give to whether a proposer's headquarters are in Tallahassee or wherever.

Mr. Brooks stated I live in Leon County. I shop in Leon County. I don't have a problem just being up front about it and have a separate category for five points or whatever that says local preference.

Mr. Hanstein stated I think the idea of having a separate category for local preference.

Ms. Kirakofe stated between now and the next meeting, study this and send your changes and recommendations to staff. Then we want to entertain the discussion on how this will proceed at the next meeting. In the past we formed a subcommittee with a few supervisors and some staff.

Mr. Brooks stated this is a significant contract for the District, so I would recommend that we all participate and have a workshop.

Mr. Perry stated the other item that we kind of wanted some guidance on is in regards to financial capability if you look at the criteria that are in there now there are some questions as to sales and things of that nature. We would like to ask that they include financial statements for the last three years. They don't have to be audited but at least that gives us a frame of reference also.

Ms. Kirakofe stated definitely. This document does reflect changes that were made since the last contract, for example, the mowing schedule on Central Park Lake.

Mr. Brooks asked so you all wrote this based on past experiences?

Mr. Perry responded yes. Joe had a document and we had a document, so we tried to take the best information from both documents and put them into one document.

Mr. Hanstein stated I just wanted to compliment Robert since he has been working on the RFP and spending a lot of time preparing the documents.

D. Manager

1. Consideration of Change in July Meeting Date to 07/15/10

Mr. Perry stated we had a request to change the July meeting date to July 15th. It would be in this location. This room is available.

On MOTION by Mr. Hanstein seconded by Mr. Toothman with all in favor Change the July Meeting Date to July 15, 2010 at 6:30 p.m. at the Good Samaritan United Methodist Church, 3720 Capital Circle SE, Tallahassee, Florida 32311 was approved.

2. Report on the Number of Registered Voters (2,565)

Mr. Perry stated we are required by the Florida Statutes to report the number of registered voters within the District boundaries each year and there are 2,565 registered voters in the District.

Ms. Sue Ellen Smith asked are the people in the new apartment complex registered voters?

Mr. Perry responded yes.

SEVENTH ORDER OF BUSINESS Other Business

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisor's Requests

Mr. Hanstein stated the District has a single signer policy. We have checks that are cut out of the South Florida office. Just as a matter of discussion and Jim even said it might be possible to have a second signer.

Ms. Kirakofe asked is there a certain threshold?

Mr. Perry responded a lot of times you will set it at \$5,000 or \$10,000. I would have to look at the number of checks that would entail. The reality is it might only be a few checks.

Mr. Brooks asked so you are bonded already?

Mr. Perry responded our employees are all bonded. We will bring this item back at the next meeting.

Mr. Hanstein stated we changed audit companies after a few years but we would like a specific policy to make sure that audit companies change every four years.

Mr. Perry stated we didn't have a chance to discuss that but if you recall you go through the proposal process, which is put forth in the statutes. I don't think you can put a term on it. You would have to evaluate each of the firms based on their qualifications.

Mr. Brooks stated I would really like to know what is going with Town Center and the development in that area. I would love to hear what St. Joe is doing.

Mr. Hanstein stated I called Chris O'Neal a few weeks ago. I said we really need to put something out in the community on what is happening. I understand that there are some commercial property issues. She said she didn't want to make any claims and then not come through. I said they are not happy now. She wouldn't give me any details. They do have things in the works.

Mr. Prado stated we are working on it. I know a lot of what is distributed through the communication means of the residents presents it in a bad light but we are definitely willing to

negotiate rent for that space but it has to be a reasonable offer. We are hoping to learn from our past and try to establish businesses that we feel have a high probability of success. There are a lot of adventurers who are willing to take gambles but that is not necessarily in everyone's best interest. We have already had a couple failed undertakings there. It is not a simple process but we are working on it.

Mr. Brooks stated I appreciate you speaking up.

Mr. Prado stated the question was raised at the annual meeting last year and Bill's response is we are not getting anything by the space sitting there. It is not good business practice to build something and let it sit there, so we are actively working on trying to get someone in there but having said we want to make sure that whatever we fill it with is a viable business. Putting it out to the public in our opinion doesn't appease the community. We are willing to contemplate offers.

Mr. Toothman asked you said in the past we had a lot of damage with graduation?

Ms. Kirakofe responded not a lot. In the past pool furniture has been thrown in the pool. My nine years out here we have seen different things happen on graduation night.

Mr. Toothman asked is there something we should do to prevent that?

Ms. Kirakofe responded call 891-4200 and you can get extra patrols that night. That is the TPD non emergency line. I don't know if reports were made to the police about the pool furniture being thrown in the pool and things like that, so I don't know if they would have a point of reference or not. I just know from personal experience that there seems to be a higher incidence during that time.

NINTH ORDER OF BUSINESS

Audience Comments

Mr. Eli Nortelo stated TPD is aware. I forget what they said was the reason last year why they didn't have enough law enforcement. They are aware of what has happened in the past and you are going to see a more proactive approach on the last day of school.

Mr. Hanstein stated I have seen more marked patrol cars in the neighborhood over the past couple months then I probably did for six months prior, so that is positive.

TENTH ORDER OF BUSINESS

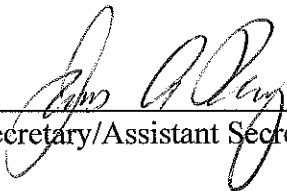
Next Scheduled Meeting – June 10, 2010 at 6:30 p.m. at the Good Samaritan United Methodist Church, 3720 Capital Circle SE, Tallahassee, Florida

Mr. Perry stated our next scheduled meeting is June 10, 2010 at 6:30 p.m. at this location.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Brooks seconded by Mr. Hanstein with all in favor the meeting adjourned at 7:57 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman