

**MINUTES OF MEETING
TOWNE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Towne Park Community Development District was held Tuesday, **March 7, 2023** at 3:01 p.m. at the Towne Park Amenity Center #1, 3883 White Ibis Road, Lakeland, Florida and by Zoom.

Present and constituting a quorum:

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| Greg Jones | Chairman |
| Jennifer Tidwell <i>by Zoom</i> | Vice Chairperson |
| Zabrina Sides | Assistant Secretary |
| Tom Zimmerman | Assistant Secretary |
| Roger Runyon | Assistant Secretary |

Also present were:

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| Tricia Adams | District Manager, GMS |
| Meredith Hammock | District Counsel, Kilinski Van Wyk PLLC |
| Alan Rayl <i>by Zoom</i> | Rayl Engineering |
| Clayton Smith | Field Services Manager, GMS |
| Allen Bailey | Field Operations, GMS |

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. There were four Board members present constituting a quorum and one Board member joining via Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted that this time was an opportunity for any members of the public to make a statement to the Board of Supervisors. She stated that there would be another public comment period at the end of the agenda.

Chelsea McDonald stated that there had been some safety concerns expressed and observed throughout the community. She noted that it didn't seem that there was a lot being done to address the safety concerns.

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THIRD ORDER OF BUSINESS**New Business****A. Consideration of Resolution 2023-03 Adopting Investment Guidelines**

Ms. Adams reviewed the resolution stating that it was a resolution adopting investment guidelines. She explained to Board members that it was common for CDDs to adopt guidelines to invest surplus funds which are consistent with the Florida Statutes. She noted that Resolution 2023-03 was adopting the same guidelines that Florida Statutes allowed in Chapter 218. She referred to section one of this resolution stating that there were four different options in order to invest surplus funds: the Local Government Surplus Trust Fund, the Securities and Exchange Commission registered money market funds, the interest-bearing time deposits or savings accounts with qualified public depositories, and the direct obligations of the U.S. Treasury. She explained that the District had not yet adopted a formal investment guideline and this resolution would do so. Because of the current economic environment there are opportunities to earn interest on the monies that the District would not immediately need in the general fund, as well as the District's capital reserve fund. She stated that this resolution was prepared by District Counsel.

Ms. Hammock stated that she would be happy to answer any questions. She explained that Florida Statute Chapter 218.415 detailed exactly what local government investment policies were to look like. Ms. Adams explained that this first resolution was setting the structure and saying that this District would abide with the Florida Statutes as well as memorializing their investment policy.

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| On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Resolution 2023-03 Adopting Investment Guidelines, was approved. |
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B. Consideration of Resolution 2023-04 Authorizing the Opening of State Board of Administration (SBA) Account

Ms. Adams noted that this resolution was specifically to invest some of their surplus funds in the State Board of Administration. She referred to page 10 of the agenda package which was a memorandum notifying the Board about the liquidity of the SBA account. She explained that the State Board of Administration account was basically an investment pool for Florida local governments and that it was conservative and very liquid. She noted that, for example, if District staff made a request early in the day, funds could be wired that same day. If the request is made after 2:00 p.m., the funds are typically wired the next business day. At the end of January 2023, the reported interest rate was 4.55%. She noted that approximately 3 months' worth of operating

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expenses would remain in the District's general account and looking at the District's capital reserve account, but anything beyond that District staff would move to the higher yield account and then make a transfer back as needed. She concluded this presentation stating that Resolution 2023-04 authorizes the opening of the State Board of Administration account. She noted that she would be happy to answer any questions that Board members may have. Hearing none,

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| On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the Resolution 2023-04 Authorizing the Opening of State Board of Administration (SBA) Account, was approved. |
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C. Review of Amenity Policies

Ms. Adams noted that at last month's meeting there was some brief discussion regarding the stormwater ponds, access to the stormwater ponds, and trespassing, especially as it related to recreational fishing. She explained that there wasn't Board direction at that time to amend or change the amenity policies, but Board members wanted further time to consider this matter. She referred to page 27 of the agenda package which addressed the current pond policies. She explained that some of the concerns noted were people accessing stormwater ponds and nearby residential households being uncomfortable with people at the property line. She noted that one thing to be cognitive of was that when and if the Board amends any policy, the updated policy would apply to all lots and all parcels within the District. She further noted that if the Board did restrict fishing around stormwater ponds, that would also apply to people who live adjacent to stormwater ponds. She explained that this was a policy matter. There are some Districts that treat the stormwater system purely as a utility and don't allow recreational activities. She stated again that it was a policy matter and was up to the Board. She stated that District staff caution people that stormwater ponds were built for the retention of stormwater and there was an extremely steep pitch that they were constructed. The ponds are also a habitat for alligators and other wildlife. She explained that District staff encourage people to be cautious and don't promote entering the water in any form.

Mr. Jones stated that it would be a good idea to somehow limit others from potentially going into and behind residential houses that are not there for fishing. Ms. Sides suggested having set ponds where people could fish because going behind residential homes was causing a lot of disruption in the community. Ms. Hammock noted that the Board asked her to investigate the possibility of designating certain ponds for fishing, which was permissible. She explained that

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there needed to be similar treatment of similar ponds. She further explained that if a certain stormwater pond could be accessed easily by the public and the District's policy permit fishing, but for ponds where there were homes around to be designated as "no fishing", the no fishing policy would apply to the homeowners around those ponds as well. Ms. Sides asked if they were to designate certain ponds for fishing and other ponds restricted, what would be done if people do go on to those pieces of property. Ms. Adams responded that District staff would be relying on documentation from photographs and other documentation to issue amenity policy violations to those who don't abide by that the District's adopted policies. She further explained that District staff would promote voluntary compliance with the policies by widely distributing the policies via electronic mail messaging system and making residents aware of the policies. She explained that it would be likely that residential property owners who don't want recreational fishers would document and report people who were violating the policy. She noted that reporting the violation to staff was the way to do that rather than confronting another citizen. Ms. Hammock recommended that if the Board would like to adopt policy that designates certain ponds for fishing and certain ponds for no fishing, any ponds designated for no fishing be posted with no fishing and no trespassing signs so that there was some level of notice to the general community that the pond was not a fishing pond.

Ms. Adams stated to Board members that their hands were not tied as it related to amenity policies. She explained that they could change policies at a future time at a duly noticed public meeting. She noted that sometimes when there was a particular incident, it was good to not immediately adjust the policy, but to monitor the situation and revisit it to see if there is still a concern. She also noted that in the case of neighbors feeling like they were being almost harassed by people videoing them, their families, or their yard, the HOA was addressing it to the best extent possible according to pertinent governing documents that the HOA enforces. Ms. Sides asked if it was one pond that they were having issues with or multiple ponds. Mr. Jones responded that to his knowledge the situation had only been reported at one pond. Ms. Adams stated that after this topic came up at or before a Board meeting previously, staff did send out the pond policies through their electronic mailed messaging system. The message was sent to promote awareness of the policies and to promote neighborly compliance with the policies as they currently exist. Mr. Zimmerman asked if renters get that email when someone rents a property. Ms. Adams responded that whomever requests an amenity access card, has information captured for the electronic mail

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system. Renters that have a valid lease and apply for an amenity access card are added to the database. Ms. Adams asked if this was a situation that the Board would like to continue to monitor with the understanding that the policies could be amended at a future time. Mr. Jones asked if they could ask residents for their feedback. Ms. Adams responded that certainly interaction with constituents was always an appropriate way to gather information and get feedback. She noted that they had designated times during the Board meetings where they were soliciting for input from the public on any matters that the Board was going to be deciding on or any matters that citizens want to bring up. She also noted that typically they don't want to start polling citizens on solo issues because they could get a majority response in favor of a certain policy, but ultimately, if it's not in the best interest of the District to adopt a certain policy it could frustrate citizens. Mr. Smith noted that from his experience, even with signs, if the person is a resident and they are fishing, the police are not going to enforce District policy. He explained that the District's recourse would be to suspend a violator from the amenity. He recommended that District staff typically recommends installing signage to notify individuals of the District's policies. Mr. Jones suggested that they table this item and monitor it.

Mr. Smith asked if they wanted pricing for signage. Mr. Jones responded that they did want pricing for signage. Mr. Smith recommended that he would include "Wildlife" and below that they would add "Fishing is for CDD Residents and Patrons Only" and "Fishing is Catch and Release". Mr. Runyon noted that there needed to be more signs. Ms. Adams noted that staff would bring signage back for Board review.

D. Ratification of Maintenance Bond

Ms. Adams stated that on page 40 of the agenda package was a copy of a maintenance bond document. She explained that this was a requirement from the City of Lakeland, Florida pertaining to the public roadways that would be conveyed from the District to the City of Lakeland. She noted that the City was requiring this bond. The premium cost for this would be borne by the developer in accordance with the funding agreement. She further explained that the District would not bear the cost of this maintenance bond. She noted that this was being brought forward for ratification as it was presented to the Chairman of the Board and signed prior to the Board meeting. It was in the best interest of the District to get this filed and the 12-month timeline started. She noted that Mr. Rayl was on the line and Ms. Hammock was present. She asked if there were any comments

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or questions from staff regarding the maintenance bond. Ms. Sides asked if this was them handing over the roads. Ms. Adams clarified that it was a maintenance bond that benefited the City, and it was something that the City required. She noted that they were still in the process of actively working on the roadway conveyance. She explained that they would get an update on that matter under staff reports.

Mr. Rayl noted that this was a standard practice item that occurred when they transfer over infrastructure to a public entity. He explained that this was a one-year maintenance or warranty for construction defects. He stated that once this maintenance period was over, the obligation on the District's side ends and it would be completely the City's to own and take care of.

On MOTION by Ms. Sides, seconded by Mr. Jones, with all in favor, the Maintenance Bond, was ratified.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 7, 2023 Board of Supervisors Meeting

Ms. Adams presented the minutes of the February 7, 2023 Board of Supervisors meeting and asked for any comments, corrections, or changes to the minutes. She explained that the meeting minutes were reviewed by District counsel as well as by District management staff. The Board had no changes to the minutes.

On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the Minutes of the February 7, 2023 Board of Supervisors Meeting, were approved.

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FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock stated that they were actively working with the City of Lakeland to identify the remaining items that they want addressed in order to take over ownership and possession of the roadways and the right of ways within the District. She explained that she had been working with the District engineer as well as District management staff to take the punch list items that they got from the city and start to get proposals that could be presented to the Board. She stated that they heard back from the City, and they sent a revised report over to them listing certain items that the City wanted in place, and previously addressed and the ones that were remaining, District Counsel asked if the City officials had any objections to that revised list of punch list items being the final list, which they did not. She explained that District staff were moving towards getting proposals, vendors, and anything that could be covered under any warranties that were existing.

B. Engineer

Mr. Rayl had nothing further to report to the Board. Ms. Adams stated that Mr. Rayl was actively engaged with the city and was attending meetings between the city and contractors. He will be overseeing any work on behalf of the District.

C. Field Manager's Report

Mr. Smith presented the field manager's report to the Board starting with the completed items. The first completed item was a break at one of the water lines in the dog park and it was repaired. The fencing around the dog park was also repaired. The toilet paper dispenser that was knocked off the wall was repaired. He noted the gate closer was corrected also. He explained that they got with a vendor regarding the gate, and they were told that because of the nature of the way the gate was, there wasn't a good system to secure it. In saying that, Mr. Smith is looking into some additional options, but they may need to replace that section of gate between the two walls just to ensure that it is secured better. He reviewed the additional field maintenance items noting that they had the vandalism on the fence addressed. He further explained that the vandalism happened on Saturday night and the fence panels with graffiti were replaced and repaired by Tuesday morning. He noted that the bench installation was complete, and at the end of the road there, they picked up some trash and debris that was left behind. They went through and

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straightened signs all throughout the community. He noted that they got them all, but if they noticed any additional ones, they would straighten those as well.

Mr. Smith reviewed the in-progress items noting that the solar lights would be on site that following day. The pond bank restoration was complete. He further explained that the next step was that they were working with the vendor to move forward on additional in-pond plantings. He noted that they should be getting the amenity two shade structure by the end of the month, and they should have the amenity one around the same time. He explained that in the next 36 days, they should have them all back up. The insurance claim was submitted to the insurance company for all hurricane related repairs and damages. He noted that they were just waiting on some final status information regarding the claim.

In concluding his review of the field manager's report, Mr. Smith asked if anyone had any questions. Mr. Zimmerman asked if there was a police report filed for the graffiti vandalism on the fence. Mr. Jones responded no. Ms. Tidwell asked if the solar lights were going to be installed for all the mailboxes/mailbox banks. Mr. Smith responded that they had additional lights and District staff could bring out extra to make sure that they install them where needed to the extent possible. He explained that he would need to check and make sure it was actually the CDD's because it might be the HOA. Ms. Tidwell clarified that it was the CDD. Mr. Smith stated that he would look into it. Ms. Sides asked if they had a status on the trees discussed at their previous meeting. Mr. Smith responded that those trees had either been staked and/or removed as needed at this point. He further noted that they could come back and replace them, but the landscaper was still finishing up that work. Once they have completed their work, they are going to let Mr. Smith know how many trees they were able to save, re-stake, and then how many they could either bid to replace or just not replace. He stated that the idea was that the trees were put there as a buffer to block whatever private lots were behind the homes. He also noted that there was a second layer of crepe myrtles and other trees that block that anyway, so those trees were not really needed back there. On the topic of trees throughout the community, Mr. Jones mentioned that at one point their landscape vendor gave them a proposal to replace several dead trees, and he suggested that it may be a good thing to look into to get a proposal to evaluate what dead trees they have in the common areas so that they could potentially get those taken care of at some point. Mr. Smith responded that they did do an evaluation of all the dead trees in the common areas last year and it yielded about a \$27,000 proposal. He explained that in his mind a lot of these trees died for a reason because they

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were put on pond banks. He noted that the idea was that they were going to clear the trees out for now and prioritize replacing the trees at focal points such as around amenities, down the main road, behind the Amenity 2, etc. Mr. Jones stated that they had some budgets that they would be talking about over the next couple of months and then they would see where that item may fall within their constraints at that time. Mr. Runyon asked if Mr. Smith got some bids on watering the grass where they put the sod around. Mr. Smith responded that he asked the landscaper if they could give them some quotes and they have not provided him a number to do so. He further noted that upon review, the sod was doing much better than he had expected it to do. Solitude does not do that service after the install and the only other option would be the landscaper to do the watering service. Ms. Sides asked if there were options that they could discuss for the areas that need lighting in the neighborhood. Mr. Smith responded that one area that was talked about was the Medulla extension. Ms. Hammock stated that she would make it a point to bring up the topic in her next conversation with City of Lakeland because Lakeland Electric was supposed to be installing and maintaining the lighting at Medulla extension. Ms. Adams noted that the streetlights themselves were owned and maintained by the City of Lakeland and they would make the determination if they would install additional lighting and that could be based on citizen feedback and additional lighting studies. She added that the City of Lakeland was responsible when it came to this spot. Mr. Jones clarified that the CDD could not order that, and they could only govern their parcels and their properties, but as a private citizen, they could call Lakeland Electric to see what was going on. Ms. Sides asked for further clarification that the lighting was strictly the city and citizens would have to go to the City to discuss this lighting situation. Mr. Jones clarified that it would be Lakeland Electric that the citizens would need to contact. Ms. Adams stated that if there was lighting concerns on CDD property, they could bring that to staff's attention to evaluate and bring back with a proposal. Mr. Zimmerman noted concern for the maintenance on the lights outside the entrance because the lights were not working. Mr. Smith noted that he would look into it.

i. Consideration of Proposal for Magnetic Locks for Amenity Restrooms – Current Demands Electrical & Security Services

Mr. Smith presented this proposal for magnetic locks for the amenity restrooms from Current Demands Electrical & Security Services to the Board. He explained that at Amenity 2, the bathrooms were currently supposed to be key card access in order to enter, but essentially due to

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the way the hardware was and the wall, it will open. Anyone can enter the bathrooms and they want to be able to prevent that. He also explained that this item was a quote to add a magnetic lock that would tie into the system instead of a latch system. Ms. Adams stated that there was a copy of the proposal on page 60 of the agenda package for review and the total amount was \$2,111.83. She explained that within their amenity budget, they had a contingency of \$5,000 that no monies had been spent from that. They also have amenity repair and maintenance budget of \$15,000 and as of the end of January they have spent over \$8,000 of that line item. She concluded that there was funding available in their contingency for the amenity repair and maintenance for this item. Not only was it considered amenity maintenance, but it was also access control, which was part of the security program.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Proposal for Magnetic Locks for Amenity Restrooms – **Current Demands Electrical & Security Services, was approved.**

ii. Consideration of Proposal for Non-Entry Latch System for Amenity #1

Mr. Smith presented this proposal for non-entry latch system for Amenity 1. He noted that it was for the main gate at Amenity 1, which had issues with being secure because people hang or push on it. He also noted that it was a flimsy gate, and it could contort to open. Mr. Jones asked if it was in their files. Ms. Adams responded that this item would be deferred because they didn't have a proposal right now. Mr. Smith explained that he had expected to get a proposal from the vendor, but after they came and reviewed the gate and fence, they said that there was not a good solution because of how flimsy the gate was.

iii. Consideration of Proposal for Site Trashcan Installation – GMS

Mr. Smith presented this proposal for site trashcan installation. He explained that he provided a proposal for six because that was how many benches went in. Ms. Adams stated that this item was brought back because the Board directed staff to bring back the proposal because it there was a resident request for additional trashcans. This was not an item that staff was recommending but was brought back for the Board to consider. Mr. Zimmerman noted that the worse places was at the bus stops and along the road. Mr. Jones noted that he had already moved a trashcan out to each bus stop. He noted that they had one by the bike rack and then one down at

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Riverstone pool. Mr. Smith noted that he may do a trade because those trashcans don't have a cover and the ones at Amenity 2 do. He further noted that he could have his maintenance guys trade the trashcans. After Board discussion, it was decided to table this item.

iv. Consideration of Proposal for Large Oak Tree Removal – Prince & Sons

Mr. Smith presented the proposal from Prince & Sons for large oak tree removal. He explained that the area was on the back side of Dolostone Drive on the pond bank, but the resident from who's yard the trees fell out of had cleaned it all up, so this item was not necessary. Ms. Adams noted that there was no action on this item, and they would withdraw this proposal from the agenda package.

v. Consideration of Proposal for Emptying Trashcans

After Board discussion, it was decided to table this item. Mr. Smith noted for the Board's reference their current vendor gave them a quote of \$40 per can/per month for two empties per week. Mr. Runyon suggested bolting down the trashcan. Mr. Smith responded that was the reason the quote was the way that it was because they have a more costly trashcan that was more durable and included the installation of a concrete pad under it.

D. District Manager's Report

Ms. Adams reminded Board members that when they adopted their annual meeting schedule for the second Tuesday of each month, there were a couple of meetings that were scheduled at 6:00 p.m. and April's meeting being one of those. She explained that it was the intention that they would be presenting the proposed budget for Board approval at their April meeting. She noted that the approval of the proposed budget really kicked off the budget cycle. The Board doesn't adopt the annual budget until typically July or August. She also noted that the budget could be further modified during discussion, but when they adopt their proposed budget, they set a cap that the maintenance assessment amount wouldn't go higher than. She explained that unfortunately since they were still gathering information about the proposed cost for roadway repairs, what was going to be required for the District to undergo before the city would accept the roads, they didn't think that they would have that information by April. In saying that, it's very likely that they would present and review the District's proposed budget meeting in May. Alternatively, they could push for April, but they would have to have a higher number or a more

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conservative number than what they think it would be. She added that would mean that the assessment per resident would be noticed higher than what it might actually need to be, which could cause agitation. She asked if there was any Board direction on that. The Board was more comfortable with the proposed budget being in May and the budget adoption being in August. She stated that their May meeting would be scheduled at the regular time of 3:00 p.m. or at 6:00 p.m. The Board wanted to change the May meeting time to 6:00 p.m.

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| On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, Scheduling the May Meeting at 6:00 p.m., was approved. |
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Ms. Adams stated that there had been several security concerns brought to the attention of District staff. The security concerns specifically were juveniles accessing the amenity centers after hours, juveniles getting into physical conflict while waiting for the school bus at the Amenity Center 1. She explained that they were working with their security company to gather additional information on some strategies for monitoring and addressing the situation. She noted that Florida had extremely broad public access laws, but there were some exceptions to that. One exception being that the Board has the ability to discuss security matters in closed session. Closed session means that no members of the public are present during that discussion, and it discusses strategies such as security systems, camera locations, etc. and in order to not compromise the integrity of the system, that discussion could take place at closed session. She stated that with consensus from the Board, they will have some proposals that they will schedule for closed session in April. She explained that what tends to work best for that is that schedule would be almost their last item, so that way members of the public don't have to wait outside of the building for discussion and then come back. She concluded that if there was consensus on the Board, they would move forward with that plan for April and plan a closed session. The Board agreed.

Ms. Adams also updated the Board on the status of their FEMA grant to hopefully cover any expenses related to Hurricane Ian that are not covered by insurance such as the erosion repair, deductibles, mitigation efforts, any items that insurance is not covering. She explained that the grant application was moving forward. She recognized that Mr. Smith produced an extraordinary amount of documentation and paperwork related to the grant application. Mr. Smith has also had visits on site with FEMA staff as part of the required steps. She noted that they were hoping that they could close out the application and turn it fully over to FEMA within the next 30 days.

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i. Approval of the Check Register

Ms. Adams reviewed the check register found in the agenda package. She noted that the total amount for the check run summary from January 31, 2023 through February 7, 2023 was \$103,240.74.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams reviewed the unaudited financial statements that were included in the agenda packet through January 31, 2023. She noted that there was no action required from the Board.

iii. Consideration of CDD 101 Presentation/Workshop

Ms. Adams stated that District management staff and District counsel had various CDD 101 presentations. She explained that sometimes a Board would request a CDD 101 presentation for the Board especially when there were newly elected or appointed Board members. In this case, Ms. Adams noted they had some residents contact District management staff and asked some fundamental questions about the CDD and earnest to understand the difference between the CDD, the HOA, some of the responsibilities of the District, how the District operates, etc. She noted that they had another short CDD 101 presentation that was geared towards residents. She explained that if the Board would want to direct staff, this would be something that they would be happy to schedule for an evening session exclusively on Zoom where anyone interested could attend via Zoom. Staff would do a presentation that is an overview of the CDD and an opportunity for residents to ask any questions. She did note that if more than one Board member wanted to attend the workshop to be involved, they would need to notice that as a workshop so that they aren't concerned about the Sunshine Law. The Board members decided that they would like to attend, and they decided to go with Tuesday, March 28th at 6:00 p.m. for the CDD workshop meeting via Zoom. Ms. Sides asked if that was something where if a Board member does attend, they could answer questions. Ms. Adams responded that Board members could interact with constituents and also get compensated for attending workshops.

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iv. Consideration of Announcing CDD Meetings via Amenity Access Electronic Mail Messaging System

Ms. Adams stated that she had a call from a resident who felt that the community would benefit from a more understanding about the CDD Board meeting schedule. She noted that right now their meetings were noticed in accordance with Florida statutes. She asked if Board members would also like for the CDD meeting announcement and link to the agenda packet to go out using their amenity access electronic mail messaging system. The Board agreed.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Public Comments

Ms. Adams opened the floor to audience comments. Ms. Kim Zimmerman (6233 Dolostone Drive) commented concern over the U-turns that everyone was making to get to the mailboxes because it was killing everything on both sides of the street.

Mr. Richard Mace (3728 Peregrine Way) asked if the Board could talk to the bus transportation for the upcoming school year to have the bus stops moved away from the swimming pool to cut down on some of the problems that they were having.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the meeting was adjourned at 4:42 p.m.

Tricia Adams
Secretary/Assistant Secretary

Gregory M. Jones
Chairman/Vice Chairman