

MINUTES OF WORKSHOP

HARMONY COMMUNITY DEVELOPMENT DISTRICT

A budget workshop of the Board of Supervisors of the Harmony Community Development District was held Thursday, June 26, 2014, at 4:00 p.m. at 7251 Five Oaks Drive, Harmony, Florida.

Present were:

Steve Berube	Chairman
Ray Walls	Vice Chairman
Kerul Kassel	Supervisor
Mark LeMenager	Supervisor

Also present were:

Gary L. Moyer	Manager: Moyer Management Group
Tim Qualls	Attorney: Young, vanAssenderp, P.A.
Bill Kouwenhoven	Harmony Development Company

FIRST ORDER OF BUSINESS

Roll Call

Mr. Berube called the meeting to order at 4:00 p.m.

Mr. Berube called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

THIRD ORDER OF BUSINESS

Discussion of the Proposed Budget for Fiscal Year 2015 Budget

A. Revenues

1. Interest—Investments: *Nothing changed on this line item.*
 2. Special Assessments—Tax Collector: *Nothing changed on this line item.*
 3. Special Assessments—CDD Collected: *Nothing changed on this line item.*
 4. Special Assessments—Discounts: *Nothing changed on this line item.*
- The *2001 Debt Service Fund* will be replaced with the *2014 Debt Service Fund*. There will be a savings of \$180,000 per year until 2032, which the Board is in general agreement will be used to pay down the \$2.4 million in street lighting liabilities. When the Series 2004 bonds are able to be refinanced, that will provide additional savings in future years.
 - There will be no increase in assessments.
 - *Special Assessments* shifted from collection by the CDD to the tax collector due to the sale of homes. Mr. Moyer noted the revenues will be the same as last year

but expenses will increase. The CDD loses some of the 4% discount, and collection costs increase by the 2% fee for the additional properties to be collected by the tax collector. The developer is still paying for unsold lots and waits until March to pay their assessments. The District grosses up assessments, so those who wait to pay until March results in more revenues to the District since we budget assuming everyone will take the discount. The CDD-collected assessments are pursuant to a schedule and offered no discounts. The discount is what is permitted when it is on the tax bill. Those who pay in November and December get a 4% discount that declines through March. In reality, it will not have much impact on the overall budget. The new neighborhood will not affect the numbers since the developer, the builder, or the home owner will still be paying the appropriate assessment. The policy of the District has been that once lots are platted, they are put on the tax roll for the tax collector to collect.

B. Administrative Expenditures

1. Payroll—Board of Supervisors: *Nothing changed on this line item.*
 2. FICA Taxes: *Nothing changed on this line item.*
 3. Professional Services—Arbitrage Rebate: *Nothing changed on this line item.*
 4. Professional Services—Dissemination Agent: *Nothing changed on this line item.*
 5. Professional Services—Engineering: *Nothing changed on this item.*
- Actual expenses are on target to be on budget in the current fiscal year. As the community gets older, this will probably have to increase in future years.
 - 6. Professional Services—Legal Services: *Nothing changed on this item.*
 - Mr. Qualls will provide a proposal for on a retainer basis rather than an hourly rate. Bills would be provided on a monthly basis for a flat fee.
 - Mr. Berube asked if there would be a savings going to a retainer fee.
 - Mr. Qualls will provide a proposal that is fair. His hourly rate is the same as it was when he started representing the District right out of law school. He will look at the past five years and provide a proposal that makes sense.
 - Mr. LeMenager and Ms. Kassel do not have a problem with how fees are billed currently since circumstances can arise outside the scope of services that are provided.

- Mr. Qualls noted that a proposal for the retainer will not include things such as complex civil litigation and things of that nature.
 7. Professional Services—Management Consulting Services: *Nothing changed on this item.*
 8. Professional Services—Property Appraiser: *Nothing changed on this item.*
- Budget figure increased due to the increase in the number of parcels. Normally it is done on a percentage basis, so this is a very good deal for the District averaging to about \$1 per parcel.
 9. Professional Services—Special Assessments: *Nothing changed on this item.*
 10. Professional Services—Trustee: *Nothing changed on this item.*
- Budget figure increased due to U.S. Bank increasing their fees by 15% since they had not increased their fees for many years. The trust indenture has provisions on how to change a trustee, but the costs to change Trust services with the new trustees legal expenses will probably be more than what might be saved. It is unlikely to see this kind of increase each fiscal year.
 11. Auditing Services: *Nothing changed on this item.*
 12. Postage and Freight: *Nothing changed on this item.*
 13. Insurance—General Liability: *Nothing changed on this item.*
- Mr. Moyer noted that last year, we anticipated a substantial increase, but we did not see the big premium that was anticipated. We are not expecting to see a big premium increase for fiscal year 2015. This is an estimate, not based on a proposal from the carrier. We will know that amount by the budget hearing and can make any adjustments if necessary.
 14. Printing and Binding: *Reduced to \$2,500.*
 15. Legal Advertising: *Nothing changed on this item.*
 16. Miscellaneous—Assessment Collection Cost: *Nothing changed on this item.*
- The budget number reflects the increased number of parcels that will be added to the tax roll, which results in a higher collection cost from the previous year. This will be a maximum figure.
 17. Miscellaneous—Contingency: *Nothing changed on this item.*
 18. Office Supplies: *Reduced to \$500.*
 19. Annual District Filing Fee: *Nothing changed on this item.*

C. Field Expenditures

1. Professional Services—Field Management: *Increased to \$210,000.*

- The figure was determined by putting in each employee's salary into a spreadsheet that includes benefits, which breaks down to about \$16,000 per month or \$192,000 per year. Fiscal year 2014 did not have four full-time employees all year. All employees will be due a salary increase before the end of fiscal year 2014. We do not know where health insurance will go, but it will probably increase next year. The figure of \$210,000 is based on the calculation on the spreadsheet, which includes salary increases but does not include any unforeseen increases in health care or other items.

D. Landscape Expenditures

1. Repair and Maintenance—Grounds: *Reduced by \$19,584 to be \$21,961.*

- The mathematical breakdown in the narrative is incorrect. The contract for these items is \$19,584 which is shown in the narrative as \$21,584. That makes the total \$43,545 but Davey Tree should be \$41,545. Neighborhood H-1 will be \$19,584 so the column adds up wrong. The proposal for H-1 just included one consolidated number and was not broken out by line items. They will be doing turf care, bedding, mulch, tree trimming, and so forth, with turf care being the primary activity. After a brief discussion, \$19,584 will be deducted from *R&M-Grounds* and added to *R&M-Turf Care*.
- All numbers for Davey Tree will increase 2% on October 1, 2014, which have been reflected in all the landscape maintenance budget numbers.

2. Repair and Maintenance—Irrigation: *Nothing changed on this line item.*

- Staff replaces parts as needed. Typical rotors last five years and we are getting more than 10 years out of them. The trend we are on will continue and is reflected in the proposed budget figure.

3. Repair and Maintenance—Tree Trimming Services: *Reduced to \$20,000.*

- Average cost to trim trees is \$15,000 for streets and boulevards. Davey Tree agrees in continuing with the current cycle of skipping one year since they did two years' worth this year at a cost of \$18,000. The amount of overhang on people's properties and porches and so forth is getting to be substantial, which might be considered next year for trimming over 10 feet.

4. Repair and Maintenance—Trees and Trimming: *Nothing changed on this line item.*
 5. Repair and Maintenance—Turf Care: *Increased by \$19,584 for H-1.*
 6. Repair and Maintenance—Shrub Care: *Nothing changed on this line item.*
- This maintenance activity includes fertilization, pesticide treatments, trimming, herbicide treatments, and all mulching.
7. Miscellaneous Services: *Increased to \$15,000.*
- Some of the upgrading projects for fiscal year 2014 were included in this line item since some proposals were not done and other areas will need to be upgraded.

E. Utilities Expenditures

1. Electricity—General: *Increased to \$32,000.*
- Neighborhood H-1 will be coming online soon, and electrical use will be minimal. Irrigation uses a 24-volt transformer. There are no electric meters in that neighborhood since we use the existing meter on the other side of the street. There will be no additional meter fee and no additional electricity for that neighborhood. It will be absorbed into an existing meter and might cost a couple dollars for the whole year.
2. Electricity—Street Lighting: *Reduced to \$90,000.*
- We broke out this line item. There is a \$1,120 monthly reduction beginning his month from OUC, which will be about \$13,000 for the year that will be reduced from this line. It does not include Neighborhood H-1N, however. Once the lights are installed, they will be turned on.
 - Monthly maintenance cost was estimated to be \$280 per month or \$3,300 annually for Neighborhood H-1N.
 - The net reduction is about \$8,000.
3. Utility—Water and Sewer: *Increased to \$105,000.*
- Neighborhood H-1 will increase the amount of water used. The trend has been fairly steady over the years. Going by number of acres, usage could increase 5%.
4. Lease—Street Light: *This will be broken into subcategories: buyout of street light contracts and new neighborhood street lights.*
- Mr. LeMenager requested no change to this item until the 2014 bond refinancing is complete, which will indicate the amount of savings to be used. The narrative

should be broken out into three line items: amount of the leases shown as the 2014 obligation with no payoff, estimate of lights for new neighborhoods with no lease, and plan to pay off old leases (total of \$3,463,631). Ms. Kassel indicated the plan to pay off leases should be shown in the notes rather than as a budgeted item.

- The developer was requested to provide the number of new neighborhoods expected to come online within fiscal year 2015.
- The District is saving \$180,000 per year from the bond refinancing and would like to come up with a plan to save it for the next six years and save \$1,000,000 so that the unfunded liability can be addressed. We want to show a line item in the budget to show the savings to fund street lights.
- The accountant needs to track the unfunded lease liability (\$3,463,631) and include that information in the notes as the off balance sheet financing. Mr. Berube indicated the total decreases 2% or 3% per year.
- Mr. Walls asked when the payment will be made for the lights in H-1. Mr. Kouwenhoven will find out when OUC will send the bill to the District for the street light installation, \$161,852.47, to avoid paying on a lease for that neighborhood. Mr. Walls pointed out that the fund balance will have \$161,852.47 subtracted from it and the \$180,000 bond refinancing savings added to it, so it will net to about \$20,000 more than is shown. Mr. Berube noted that the Board will fund the street light lease partially from the checking account to reduce it to a two-month reserve and the rest from operating reserves.

F. Operation and Maintenance Expenditures

1. Contracts—Lake and Wetland: *Nothing changed on this line item.*
- A suggestion was made to place all ponds on a quarterly maintenance schedule. Mr. Berube believes there has been no decline in the quality of the ponds and would like all ponds placed on a quarterly maintenance schedule. Ms. Kassel would like to hear from Mr. Greg Golgowski and Bio-Tech Consulting before making a decision on reducing the budget number. What goes on below the surface is what matters since they are designed for drainage. Mr. LeMenager reiterated the ponds do the job they were designed for after experiencing

- Hurricane Fay. Two ponds were added to the total number to be maintained. Mr. Walls would like the budget number to not increase above the current year figure.
- Mr. Berube does not believe additional plantings need to be made.
 - 2. Communication—Telephone: *Nothing changed on this line item.*
 - Mr. Haskett requested money be budgeted for a communication access system at Buck Lake. Anytime there are changes, they are made on the laptop, uploaded onto the computer, which occurs two or three times per week. The Board chose to keep the number as budgeted, noting the actual for fiscal year 2014 were well under budget.
 - 3. Utility—Refuse Removal: *Increased to \$2,700.*
 - Mr. Berube noted this line item is consistently over budget, so it was increased to \$2,700.
 - 4. Repair and Maintenance—Common Area: *This item will be deleted and the dollar amount added to Parks and Facilities.*
 - We have four full-time employees as well as more common area to maintain.
 - Mr. Haskett requested *Common Area* and *Parks* be combined since they are essentially the same thing.
 - 5. Repair and Maintenance—Equipment: *Reduce to \$7,500 to include boats. Add new budget line item Repair and Maintenance—Vehicles for \$7,500.*
 - The narrative includes boats and the utility vehicles. Included in this line item would be generators or the purchase of a large tool, plus tires and things for the utility vehicles.
 - Mr. LeMenager suggesting *Equipment* be split into two categories, one for boats and one for vehicles, with \$7,500 being budgeted for each item, so that each category can be accounted for.
 - Mr. Berube indicated that though the boats are aging, the District is spending less money due to routine maintenance and doing a lot of repairs in-house rather than sending them to Advanced Marine.
 - Ms. Kassel noted one thing the Board has not done is made the boating facilities more amenable to the residents, which would reduce the cost per trip.
 - Mr. Walls indicated there is usually a waiting list for the weekends. Ms. Kassel noted there is not usually a wait for kayaks or canoes.

6. Repair and Maintenance—Pools: *Reduced to \$30,000.*

- Robert's Pool Service was billing \$15,600 annually, and the narrative indicates that is still a part of this line item. Mr. Haskett clarified that there is no longer a service contract with them, which reduced the total line item to \$39,000. It was already calculated to remove the contract amount but keep the same number. Last year's budget was \$57,000, and the District spent \$17,000 on a heater.
- Ms. Kassel asked if this line item would include the pergola since it is part of the pool facilities. Mr. Haskett indicated the budget number anticipates any motor breakage or other equipment of that nature. Mr. LeMenager noted it includes repair or replacement of pool furniture, shades, safety equipment and so forth, so it will include the pergola.
- Mr. Berube indicated the budget number needed to be reduced by the contract, which has already been removed, as well as \$17,000 for the heater. Ms. Kassel noted the tile was replaced in fiscal year 2013 for about \$30,000 and asked if there are refurbishments to either of the pools or the pool areas that will need to happen in fiscal year 2015. Mr. Haskett responded no.
- Mr. Berube noted the actual for fiscal year 2014 included Robert's Pool Service through April 1, which is a reduction of \$7,000 from the total budget figure, leaving a revised actual figure of about \$30,000.

7. Repair and Maintenance—Roads and Alleyways: *Increased to \$65,000, reducing reserves by \$60,000.*

- Mr. LeMenager noted there is a proposal for alley repairs for \$61,545 to be considered during the regular meeting. Ms. Kassel noted that expenditure will come from reserves. Mr. LeMenager noted the money has to be added to the general fund budget. Mr. Walls prefers not to spend directly from reserves. It needs to be budgeted and then the reserves reduced by that amount.
- Mr. Berube noted the actual spending during the current year is zero and was \$549 the previous year. Historically, the District spends zero on this line item. Mr. LeMenager noted the historical planning is to save money for alley resurfacing. Mr. Berube indicated money has been saved in reserves for this purpose, and Mr. LeMenager noted it is removed from the reserve for replacement and added to this line item.

- Mr. Berube noted the reserves are fixed, and new money has to be added to the budget. Mr. Walls noted the reserves are what the Board budgets them to be. Ms. Kassel noted this item includes routine maintenance and replacement.
8. Repair and Maintenance—Sidewalks: *Decreased to \$5,000.*
- The majority of sidewalk repairs is labor, which is included in the field management line item. Mr. Berube does not believe there is a need for a separate line item for sidewalks. Ms. Kassel noted it includes concrete replacement and other items. Mr. Haskett agreed on the importance of keeping a line item for sidewalks. Labor is not included, but materials are. The cost for materials varies, and sometimes equipment rental is needed plus concrete material. Some expenses for materials and equipment rentals may have been coded to different line items.
9. Repair and Maintenance—Parks and ~~Amenities~~ Facilities: *Increased to \$37,000 to include Common Area. Renamed Parks and Facilities.*
- Based on actual figures, this line item will probably be over budget. Mr. Berube suggested increasing it from \$8,500 to \$12,000. About \$6,000 was spent at Ashley Park in the current year. The pergola will need to be renovated soon. Ms. Kassel suggested increasing it to \$15,000. Adding \$22,000 from *Common Area*, this line item will now be \$37,000.
- Mr. LeMenager is not convinced *Common Area* and *Parks and Facilities* should be combined, but when trying to code invoices, many activities and work efforts are blended between the two line items.
10. Repair and Maintenance—Hardscape Cleaning: *Nothing changed on this line item.*
- Mr. Berube commented that current staff will be doing pressure washing so there should not be a contractor hired to do this work, though the District might need to purchase another, higher-grade pressure washer. Ms. Kassel asked if there was something that needed to be pressure washed that for whatever reason District staff would not be able to do the job and a contractor might need to be hired.
- Mr. Haskett noted this line item was specific to the cleaning performed by Ledesma for fences, which the District is not equipped to do. The purchase of a pressure washer for a similar price would eliminate the need for this line item in a couple years. Ms. Kassel wondered if that activity was a good use of District

staff's time. Mr. Haskett noted the equipment would also be sitting around being unused part of the year.

- Mr. Berube indicated the point of hiring four employees was so they would be kept busy all the time and to avoid outside contractor labor. As proven, this is doable, noting the example of irrigation staff who can provide water to the fence line, which negates the need to truck the water in. Once that is complete, if a better pressure washer was purchased, one with two handles, it can be used in other places. Pressure washers get a lot of use in the community, so they will wear out in time anyway. Mr. Berube prefers this activity be done in-house.
- Mr. Walls asked how they get water out to the fence, which is done by truck. For that work, Mr. Walls prefers staff not spend days and days pressure washing the fence. Ms. Kassel agrees in allowing the contractor to continue to do this work. Staff is extremely busy, so it is not necessary to add this to their work efforts.

11. Miscellaneous—Contingency: *Nothing changed on this line item.*

- Mr. Berube mentioned the budgeted number is considerably higher than projected actual. Ms. Kassel noted in the previous year, the actual was about \$10,000, and preferred to keep the amount at \$8,000 so that it is available if needed.

12. Miscellaneous—Security Enhancements: *Reduced to \$2,500. Add new line item for Miscellaneous—Access Cards and Equipment for \$5,000.*

- Mr. Berube noted the new cameras look good and the system seems to be efficient. Mr. Haskett recommended this line item be split since a lot of items are coded to it and it is over budget. The bulk of the cost is for access cards since we buy them in bulk. The last purchase was for \$2,500, and it will continue in the future. Each card is \$7.50, plus there is a special printer (\$3,000) and special ink cartridges for the printer (\$1,000 each). Our fee of \$10 for an access card may not be enough. Mr. Haskett indicated \$10 is the total cost of materials for producing an access card, not including his time involved.
- Mr. Haskett recommended leaving *Security Enhancements* for pool gates and cameras and so forth, and then adding a separate budget line item will be added for *Access Cards and Equipment* which will include purchase of access cards plus ink cartridges and other related expenses.

- Mr. Berube noted \$200 was added to revenues for the card purchases, which will help offset the cost for 20 cards.
- Mr. Walls recommended \$2,500 for *Access Cards and Equipment*, with the balance of the *Security Enhancements* remaining in *Security Enhancements*.
- The security cameras cost \$500 for two cameras, and there is not anticipated a need to purchase any in fiscal year 2015.
- There have been 1,700 access cards printed in total in three years, and Mr. Haskett has been printing about 40 cards per week due to the summertime. The trend is probably 50 to 60 per month, or 600 per year. At \$7, the annual total is \$4,200 if the trend holds. If the printer needs to be replaced, that is an additional \$3,000.

13. Capital Outlay—Other: *Nothing changed on this line item.*

- Nothing has been spent in this category, but \$22,000 was spent in the prior fiscal year, perhaps for sidewalks.
- Mr. Haskett recommended the purchase of a new pontoon boat since the current ones are aging. The proposed budget number is a worst-case scenario. The cost for a new pontoon will be less than \$15,000 as shown by quotes received. Mr. Berube suggested looking for a good used pontoon boat, which Mr. Haskett has been looking into for a good deal. Mr. Moyer indicated there was nothing to hinder the District from purchasing a used pontoon boat. Mr. Haskett would like to add a pontoon boat to the existing fleet instead of waiting until one fails and then replacing it, for a total of two.
- Mr. LeMenager indicated the Board should look at the actual usage to see if a third pontoon boat is justified. Mr. Walls noted there is a waiting list for them virtually every weekend. Most people are more comfortable on a pontoon boat.
- A suggestion was made to get rid of the sailboat since its usage is very low. Ms. Kassel would like the Board to have a future discussion on methods for promoting boat usage. Mr. Walls indicated a couple residents will take the sailboat, maybe once every other month. Ms. Kassel noted there may be issues with the boat system and the streamlining of reservations since users have to go through training and provide a \$250 deposit. Mr. Haskett stated there has been a sign *Sail Buck Lake* for four years, but it has not increased the use of the sailboat. Ms.

Kassel pointed out that people do not necessarily translate a sign with the fact that there is a sailboat that they can take out on the lake. Mr. Walls noted not everyone knows how to use a sailboat.

- Mr. Haskett asked if the District could use one boat as a trade-in on another boat. Mr. Moyer noted that the District would deem it as surplus equipment and then authorize staff to get the best deal possible for it. That includes using it as a trade-in or selling it.

14. Capital Outlay—Vehicles: *Nothing changed on this line item.*

- Mr. Haskett anticipates the purchase of another mule from the State contract. The Bobcat that was purchased was \$7,200 plus \$1,000 for the trailer. Mr. Haskett indicated another trailer was not needed. If a mule is purchased, Mr. Berube requested one with an extended bed to eliminate the need for a trailer. Mr. Haskett indicated they are available in electrical power, which is not a problem. Ms. Kassel noted hers was purchased in 2006 and some things have been replaced, e.g., tires and batteries, and the controller will be replaced for the second time at a cost of \$600. Regular maintenance will keep it in good condition for a long time.
- Mr. Berube noted the gasoline-powered vehicles run up a large fuel bill on occasion, which also require routine tune-ups and oil changes and so forth. Electric vehicles shift in a different direction. This is a green community, and electric is how most people are going as opposed to noisy gasoline-powered mules.
- Ms. Kassel expressed a concern with the number of miles able to be traveled on an electrical vehicle versus a gasoline-powered vehicle and will there be enough on a charge to work a full day. Mr. Haskett believes there will be since the golf cart he uses will go all day.
- Mr. Berube noted you have to consider the life-cycle costs. Gasoline-powered vehicles use a couple hundred dollars in fuel each month. There will be electricity required to charge up the electric vehicle, but it will not be the same rate. There is a trade-off. The environmentally friendly aspect is preferred if we can make it work.
- Mr. Haskett noted the mule that was purchased was a little higher than the Bobcat since it was not purchased on the government contract. The electric vehicle being

considered will more than likely be on the State contract. Currently, the District has two gasoline vehicles and one small electric golf cart.

- For staff schedules, Mr. Haskett tries to schedule the employees so they get a Saturday or a Sunday off. Mr. Paul Calabro switched his days off to Wednesdays and Thursdays, so Tuesdays are the only days when all four employees are on site at once. Since Tuesday is the day of the week when the dock is closed for boating activities, that gives the staff time to focus on their work efforts without boat reservation interruptions. The purchase of another vehicle will provide a fourth vehicle so each employee will have his own vehicle.

G. Reserves

1. Reserves—Renewal and Replacement: *Nothing changed on this line item.*

- Mr. Berube pointed out there is nothing designated for this line item, which is a function of the funding of the budget and how much money is spent in total.
- Mr. LeMenager questioned what the \$25,812 was spent on, and Ms. Kassel noted it was for the dock as provided in the notes to the financial statements.
- Mr. Berube noted this was in the wrong place for some time and asked if that had been addressed. The check for the deposit showed up in the budget and then the final payment was made. Mr. Moyer confirmed that it had been fixed.
- Mr. LeMenager noted the comment about taking money out of reserves but that does not work. There is nothing in the first section showing that we put it in. This document stands by itself because the bottom line shows how much you are ahead of or behind in the budget. You cannot take off \$25,812 and not put in \$25,812 on the other end.
- Ms. Kassel indicated it is shown on the balance sheet. Mr. Walls noted the financials show the expenditure line, which he does not like but that is how the accountant is doing it. They are taking it out. Mr. Kouwenhoven indicated it should be shown as a source of funds, showing where it is coming from. Mr. LeMenager indicated we do not have a sources and uses of funds statement.
- Mr. Moyer agreed with Mr. Walls that you put that into a line item that affects the balance of fund balance by decreasing it. Mr. LeMenager pointed out it should go into the correct line item and wonders if it should be a matching negative amount or a plus amount somewhere. It needs to be one or the other.

- Mr. Walls noted it is coming out of fund balance ultimately. Ms. Kassel noted it does not show coming out of both sides.
- Mr. Moyer noted the fund balance is allocated to reserves. There is no bank account for reserves. It is semantics of how it shows up on paper. Some things are paid from the assessments that are collected each year, and other things are paid through the reserves.
- Mr. Walls noted in Orange County, they budget fund balance to be a source of funds and reserves are part of expenditures. Ms. Kassel indicated the District could budget that way, also, and put it in revenues.

FOURTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Berube noted the \$3,300 balance in the capital fund still remains. Ms. Kassel indicated the balance was to be spent on new lighting for the new dock. They are not done yet but they are coming. Mr. Haskett indicated they were constructed in-house and believed the \$3,300 balance was to be applied to the site facilities that were approved. The pedestals are on the docks and were paid for from the *Parks and Amenities* line item. Because the work was done in-house, there is still money left in the capital fund. This is a cleanup item for when we have a capital item to purchase.

FIFTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed

SIXTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Kassel, seconded by Mr. LeMenager, with all in favor, the workshop adjourned at 5:30 p.m.
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Gary L. Moyer, Secretary

Steve Berube, Chairman