

**NOT-YET APPROVED**

December 9, 2019

Carrollwood Recreation District Board Executive Meeting Minutes

THESE MEETING MINUTES ARE NOT A WORD FOR WORD TRANSCRIPT OF WHAT WAS SAID. THE NOTES CAPTURE THE ESSENCE AND MEANING OF ALL DIALOGUE WHILE TRANSCRIBING EXACT PHRASING AS CLOSELY AS POSSIBLE.

**1. Call To Order**

- President Mark Snellgrove called the meeting to order: 6:00 p.m.

**2. Roll Call**

**Members present:**

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	<b>Secretary</b>	Present
Suzan "Suzy" Giunta	<b>Vice President &amp; Rec Center Chair</b>	Present
Paul Siddall	Grounds Chair	Not Present
Ryan Maas	<b>Treasurer</b>	Not Present
David O'Donnell	Scotty Cooper Park Chair	Not Present
Stacy Fender	Community Development	Not Present
Kevin Shidler	White Sands Chair	Not Present
Mark Snellgrove	<b>President</b>	Present

- November meeting minute corrections were recorded by **Trustee Costa**.
- Executive Meeting Adjourned at 6:29 p.m.

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1. Call To Order

- President Mark Snellgrove called the meeting to order: 6:30 p.m.

2. Roll Call

Trustees:

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	<b>Secretary</b>	Present
Suzan "Suzy" Giunta	<b>Vice President &amp; Rec Center Chair</b>	Present
Paul Siddall	Grounds Chair	Arrived at 7:20 Present
Ryan Maas	<b>Treasurer</b>	Arrived at 7:15 Present
David O'Donnell	Scotty Cooper Park Chair	Present
Stacy Fender	Community Development	Present
Kevin Shidler	White Sands Chair	Present
Mark Snellgrove	<b>President</b>	Present

3. Determination of Quorum

- Yes: Seven Trustees present (Nine present after 7:20 p.m.)

4. Public Comment Opened

- **Mike and Patty Harvey Samara Drive:** Would like the Yellow Posts — protecting the backflow pipes near their home — to be addressed as they are unsightly and don't fit the décor of the neighborhood.
- **Resident Ben Beibel:** Would also like the Yellow Posts to be addressed for the same reason as the Harveys.
- **Richard Benyo:** Would like to be put in touch with the County and or the contractor that did the work. He would also like to know who on the board was in charge of the project.
- **Resident David Williams:** The contractor, Dave Williams, who placed the backflow and posts, being in attendance, addressed the concerns of the residents, stating that he installed to county code. Mr. Beibel, voiced his concern, stating that the community should have been notified before the installation took place. David, explained that working with both the city and county was difficult and that the

permit was initially denied. **Trustee Snellgrove** stated that he was not aware of what the installation would entail, only that County Code had to be followed. He also explained that because “someone” painted the yellow posts green, the county forced the community to upgrade the entire installation. The county called David and said: *“If people are going to be tampering with the installation, then we’re going to require you to upgrade the installation to something that is less likely to be tampered with.”* Ben Beibel also stated that it was his hope that the installation would be moved back and that landscaping could be planted to provide cover. According to David, had the installation passed inspection, residents “likely” could have done whatever they wanted. **Trustee Carelli** added, that because someone painted the installation green before the County inspection, it created a much bigger issue.

- **Trustee O’Donnell** explained the issues he had with the Scotty Cooper Park water facility and added that it took six to seven years to fix the problem.
- **Trustee Carelli:** In addressing David, the Trustee asked: “If the residents were so inclined to pay for a rebuilt installation, could it be done?” David explained that it was “possible.”
- **Ben Beibel:** Suggested we trim back the concrete and add landscaping. David said that was certainly doable. Landscaping does not change the code.
- **Trustee Snellgrove:** What is the next step? David replied that if he had a water bill, he could get a permit to move the backflow, but not the meter— the meter would be a county issue. The **Trustee** asked if the residents would like the Board to contact the county about moving the installation back from the road. No clear answer was given.

- **Public Comment Closed: 7:05 p.m.**

## 5. Consent Agenda Approval, including:

### Motion to Approve the Consent Agenda

- Approval of November 2019 Treasurer’s Report
- Approval of November 11, 2019 Executive Committee Meeting Minutes
- Approval of November 11, 2019 Regular Meeting Minutes
- Motion by **Trustee Carelli** to approve the consent agenda.
- Motion Seconded by **Trustee Costa**
- Vote: 8 in favor, 0 opposed

## 6. Regular Agenda

### Suzan Giunta — Vice President & Recreation Center / Tennis:

#### Recreation Center/ Tennis Chairwoman:

- Tennis Courts Resurfacing Project Update
- 

### Ryan Maas — Treasurer Matters:

- **Trustee Maas:** No new business.

**Mark Snellgrove – President Matters:**

- **Trustee Snellgrove:** Would like to cut down the lake vegetation treatment to four time per year.
- Motion by **Trustee Giunta** to approve the proposal to hire Horner Environment for aquatic management for \$2,300.00.
- Motion Seconded by **Trustee Fender**
- Vote: 9 in favor, 0 opposed
- **Trustee Snellgrove:** Noted that the CCA website got hacked, thus we should review website security and design.
  - Motion by **Trustee O’Donnell** to award the website redesign contract to Rockhill Advertising for a cost of: \$3,400.
  - Motion Seconded by **Trustee Fender**
  - Vote: 9 in favor, 0 opposed
  - Motion by **Trustee Maas** to approve the 2020 Meeting Schedule and a Legal Notice to be published in the Tampa Bay Times Newspaper in December 2019.
  - Motion Seconded by **Trustee Fender**
  - Vote: 9 in favor, 0 opposed

The Carrollwood Recreation District, a Florida independent special district, meets on the 2<sup>nd</sup> Monday of each month, at 6:30 p.m. The meetings are open to the public and held at the Carrollwood Recreation Center located at: 3515 McFarland Road, Tampa, Florida 33618. More information on the District can be found online at: [www.originalcarrollwoodcrd.com](http://www.originalcarrollwoodcrd.com)

> Annual Organizational Session	6:00 pm, Monday, January 13, 2020
> Regular Monthly Executive Committee Meeting	6:05 pm, Monday, January 13, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, January 13, 2020
> Monthly Committee Meeting	10:00 am, Saturday, January 25, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, February 10, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, February 10, 2020
> Monthly Committee Meeting	10:00 am, Saturday, February 22, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, March 9, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, March 9, 2020
> Monthly Committee Meeting	10:00 am, Saturday, March 28, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, April 13, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, April 13, 2020
> Monthly Committee Meeting	10:00 am, Saturday, April 25, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, May 11, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, May 11, 2020
> Monthly Committee Meeting	10:00 am, Saturday, May 23, 2020

## Carrollwood Recreation District Board

> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, June 8, 2020
> Public Hearing: 2021 Fiscal Year Ending Budget	6:30 pm, Monday, June 8, 2020
> Regular Monthly Board of Trustees Meeting	6:40 pm, Monday, June 8, 2020
> Monthly Committee Meeting	10:00 am, Saturday, June 27, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, July 13, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, July 13, 2020
> Monthly Committee Meeting	10:00 am, Saturday, July 25, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, August 10, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, August 10, 2020
> Monthly Committee Meeting	10:00 am, Saturday, August 29, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, September 14, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, September 14, 2020
> Monthly Committee Meeting	10:00 am, Saturday, September 26, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, October 12, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, October 12, 2020
> Monthly Committee Meeting	10:00 am, Saturday, October 24, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, November 9, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, November 9, 2020
> Monthly Committee Meeting	10:00 am, Saturday, November 28, 2020
> Regular Monthly Executive Committee Meeting	6:00 pm, Monday, December 14, 2020
> Regular Monthly Board of Trustees Meeting	6:30 pm, Monday, December 14, 2020
> Monthly Committee Meeting	10:00 am, Saturday, December 19, 2020

### Michael Carelli — Original Carrollwood Park:

- **Trustee Carelli:** Called resident Mickey Jaap, who had previously advised the Board, to discuss cashflow projections. The **Trustee** also reviewed the budget projections from **Trustee Maas**, and put together four cash flow scenario-projections for the Board to review. In the **current** budget scheme, the estimated \$75,000 Lake Carroll Way revitalization project would not be done; this to ensure that the community does not run low on funds by 2022. However, by taking funds from the Capital Improvement Budgets of each Board Member, both **Trustee Carelli** and **Trustee Snellgrove** found \$65,000 for the LCW project.
- Motion by **Trustee Maas** to amend the 2019-2020 budget with a total income and expenditure of \$631,802.00.
- Motion Seconded by **Trustee Carelli**
- Vote: 9 in favor, 0 opposed

### Kevin Shidler — White Sands Beach:

- **Trustee Shidler:** No news.

### David O'Donnell — Scotty Cooper Park:

- **Trustee O'Donnell:** Spoke to the girl scouts

**Paul Siddall — Grounds:**

- Motion by **Trustee Giunta** to award the landscaping installation contract for Lake Carroll Way to Green Thumb Nursery in the amount of \$57,055.83 and the irrigation contract in the amount of \$11,777.
- Motion Seconded by **Trustee Costa**
- Vote: 9 in favor, 0 opposed
  - **Trustee Siddall:** The grounds contractor, AmeriScape, is not following through with promised services, specifically surrounding irrigation issues. **Trustee Giunta** stated that she witnessed grounds workers sleeping on the tables at Original Carrollwood Park.

**Stacy Fender — Community Development:**

- **Trustee Fender:** Community Entrance Monument Sign Progress
- **Trustee Fender:** Announced that she will moving from the Carrollwood Recreation District and will be resigning from the Board effective December 31<sup>st</sup>.

**7. Other Business:** Resident Dave Williams asked if the Board could clean the Neighborhood Watch signs. **Trustee Snellgrove** said he would look into the issue.

- **Trustee Snellgrove:** Read from the newspaper an articles that stated that: all board members are required to vote either yes or no, they cannot abstain.

**8. Adjourn**

- **Trustee Giunta: Motion** to Adjourn
- **Motion** Seconded by Trustee Shidler
- **Vote:** 9 in favor; 0 opposed
- Meeting ended at 8:21 p.m.

*Meeting minutes recorded by Trustee Costa*

AS CORRECTED 12/9/19

November 11, 2019

Carrollwood Recreation District Board Executive Meeting Minutes  
Corrected

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2. Roll Call

**Members present:**

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	<b>Secretary</b>	Present
Suzan "Suzy" Giunta	<b>Vice President &amp; Rec Center Chair</b>	Present
Paul Siddall	Grounds Chair	Present
Ryan Maas	<b>Treasurer</b>	Present
David O'Donnell	Scotty Cooper Park Chair	Present
Stacy Fender	Community Development	Not Present
Kevin Shidler	White Sands Chair	Present
Mark Snellgrove	<b>President</b>	Present

- November meeting minute corrections were recorded by **Trustee Costa**.
- Executive Meeting Adjourned at 6:29 p.m.

AS CORRECTED 12/9/19

November 11, 2019

Carrollwood Recreation District Board Regular Meeting Minutes  
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Trustees:

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Paul Siddall	Grounds Chair	Present
Ryan Maas	<b>Treasurer</b>	Present
David O'Donnell	Scotty Cooper Park Chair	Present
Stacy Fender	Community Development	Not Present
Kevin Shidler	White Sands Chair	(Left at 8:00 p.m.) Present
Mark Snellgrove	<b>President</b>	Present

3. Determination of Quorum

- Yes: Eight Trustees present (seven present after eight p.m.)

4. Public Comment Opened

- **Resident Michael Stewart:** Michael, who works for the board, is going to be out for medical reasons. He introduced a friend, Kevin, who Michael endorses to help out the board in his absence.
- **Resident Stephanie Georgiades:** Asked when will work continue on the tennis courts. Trustee Giunta responded, next week.
- **Girl Scout Troop 242:** The girls from the troop each introduced themselves. Quote, in a shared statement by each girl: "We are working on a project that will serve the community," the girls stated. They are proposing a Little Free Lending Library at Scotty Cooper Park, that would be fully paid for by the Girl Scout troop. Trustee Snellgrove advised the troop that the Board would discuss the issue at a later time.



- **Public Comment Closed: 6:41 p.m.**

**5. Consent Agenda Approval, including:**

- Approval of October 2019 Treasurer’s Report
- Approval of October 14, 2019 Executive Committee Meeting Minutes
- Approval of October 14, 2019 Regular Meeting Minutes
  
- Motion by **Trustee Maas** to approve the consent agenda.
- Motion Seconded by **Trustee Giunta**
- Vote: 8 in favor, 0 opposed

**6. Regular Agenda**

**Suzan Giunta — Vice President & Recreation Center / Tennis:**

- **Stephanie Georgiades:** Is a tennis coach; she and her partner, Tejas Patel, would like to give tennis lessons at the Rec Center courts on Tuesdays and Thursdays. **Trustee Shidler** brought up a number of issues, including charging for use of the courts — especially since another resident is signing up for use of the courts, but having a coach — a non-resident — conduct tennis lessons on the courts for money. This is all being done without permission from the board.
  
- **Trustee Giunta** reminded the **Board** that the locks at the courts are about to be changed.

**Ryan Maas — Treasurer Matters:**

- **Trustee Maas:** updated the Board on the annual audit.

**Mark Snellgrove – President Matters:**

- **Resident (and former Board Member) Mickey Jaap:** reported that he made a few adjustments to the budget projections, which he explained to the Board in great detail. He suggested that a **Board** like ours should have a minimum of six months expenses in reserves. Mr. Jaap’s concern is that if the **Board** over spends, we will run short on funds before the debt is paid off in October of 2022. Under consideration is the costly irrigation repairs and the landscaping on Lake Carroll Way.
  
- **Trustee Snellgrove:** questioned **Kevin Miskel** (introduced earlier in the meeting by Michael Stewart) about working in the neighborhood.

**Michael Carelli — Original Carrollwood Park:**

- **Trustee Carelli:** noted that because there are not enough lights at the softball field, one team suggested that they might have to find a new practice field, so the **Trustee** installed new lights himself for minimal cost.

**Kevin Shidler — White Sands Beach:**

- **Trustee Shidler:** No new business.

**David O'Donnell — Scotty Cooper Park:**

- **Trustee O'Donnell:** stated that in conversations with TECO, he would soon be contacted about the Board taking possession of the two poles at Scotty Cooper Park.
- **Board Discussion: Trustee Costa** stated that the Little Free Lending Library pitched by Cristo Costa—as his Eagle Scout project—was not approved by the scouts because the Board would not allow it to be built outside for fear of vandalism.
- 

**Paul Siddall — Grounds:**

- **Trustee Giunta:** Introduced Steve and Drew Rey, residents that run Green Thumb Nursery. The total estimate for foliage and landscaping on Lake Carroll Way amounts to: \$60,241.28. The cost covers product and installation, however, it does not cover the irrigation system — which requires work. **Trustee Shidler** asked about the heartiness of the “proposed” plants and trees in cold weather, especially those that are costly. Steve explained that most of the plants were hearty, however, he would change out some; specifically, those plants that would survive an average of 5 years as opposed to ten. **Trustee Maas** asked if Green Thumb had techs who could work on sprinkler zones. Steve said they did. **Trustee Siddall** explained that all plants were taken out by another company, ASI. Steve (of Green Thumb) explained that they would find where the breaks and or problems were, then repair each problem one by one — including fixing the wiring. **Trustee Carelli** explained the positive pressure and hunter irrigation nodes that allowed the system to work at the islands from Schefflera to Dale Mabry. **Trustee Siddall** requested two other bids for the Lake Carroll Way project including: ASI Landscape Management, that came in at \$64,565.90; and Sun State Nursery, that opted not to produce an estimate.
- **Trustee Siddall:** stated that he believes that Green Thumb will provide much better customer service than ASI. Green Thumb also guarantees the work for one year, whereas, ASI does not.

**Stacy Fender — Community Development:**

- **Trustee Fender:** not present.

**7. Other Business:** none

**8. Adjourn**

- **Trustee Costa: Motion** to Adjourn
- **Motion** Seconded by Trustee Giunta
- **Vote:** 7 in favor; 0 opposed
- Meeting ended at 8:24 p.m.

*Meeting minutes recorded by Trustee Costa*

**Carrollwood Recreation District  
Annual Budget  
October 2019 through September 2020**



	As Amended on 12/09/2019	Oct '19 - Sept '20
<b>Income</b>		
<b>GENERAL</b>		
605 · Rec Center Room Charges		20,000.00
610 · Interest		5,100.00
615 · Special Assessments		535,000.00
620 · Other		8,500.00
625 · Accumulated Funds		63,202.00
<b>Total GENERAL</b>		631,802.00
<b>Total Income</b>		631,802.00
<b>Expense</b>		
<b>PRESIDENT</b>		
820 · Contingency & Other President		8,500.00
825 · Gatekeeper Service		3,650.00
830 · Insurance - Bonds		157.00
835 · Insurance - Officer D&O		3,885.00
845 · Insurance – Property/Liability/Umbrella		35,600.00
850 · Insurance - Workers Comp		2,500.00
870 · Operating Supplies		7,000.00
900 · Professional Services		7,000.00
915 · Recreation Center Cleaning		8,000.00
960 · Utilities - TECO		13,000.00
965 · Utilities - Trash		2,100.00
970 · Utilities - Water		10,000.00
<b>Total PRESIDENT</b>		101,392.00
<b>TREASURER</b>		
805 · Accounting-Bookkeeper		5,100.00
810 · Accounting - Auditing		9,800.00
815 · Accounting – Bank Charges / Fees		25.00
875 · Board Fee – State		175.00
910 · Property Taxes – Non-Ad Valorem		335.00
920 · Rent/Leases - CCA		28,000.00
977 · Debt Service – Principal		170,000.00
979 Debt Service – Interest		20,000.00
<b>Total TREASURER</b>		233,435.00
<b>WHITE SANDS BEACH</b>		
855 · Lake Testing		1,000.00
924 · Repairs & Maint WS Beach		10,500.00
940 · Guard Service WS Beach		35,000.00
985 · Capital Improvements WS Beach		0.00
<b>Total WHITE SANDS BEACH</b>		46,500.00

**Carrollwood Recreation District**  
**Annual Budget**  
 October 2019 through September 2020



As Amended on 12/09/2019

Oct '19 - Sept '20

**SCOTTY COOPER PARK**

925 · Repairs & Maint Scotty Cooper	8,000.00
986 · Capital Improvements Scotty	<u>0.00</u>

Total SCOTTY COOPER PARK 8,000.00

**Original Carrollwood Park**

926 · Repairs & Maint OCP	13,000.00
987 · Capital Improvements OCP	<u>0.00</u>

Total Original Carrollwood Park 13,000.00

**TENNIS COURTS**

927 · Repairs & Maint Tennis	<u>29,000.00</u>
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Total TENNIS COURTS 29,000.00

**RECREATION CENTER**

865 · Office Supplies Rec Center	2,500.00
885 · Payroll Taxes	2,200.00
890 · Pest Control Rec Center	350.00
895 · Postage	250.00
928 · Repairs & Maint Rec Center	18,000.00
930 · Salary - Maintenance	12,000.00
935 · Salary - Office	15,000.00
936 · Travel - Mileage Reimbursement	850.00
941 · Security Monitoring Rec Center	2,000.00
950 · Telephone	2,800.00
988 · Capital Improvements Rec Ctr	<u>0.00</u>

Total RECREATION CENTER 55,950.00

**GROUNDS**

860 · Landscaping Monthly	67,525.00
929 · Repairs & Maint Grounds	12,000.00
955 · Tree Trimming	0.00
990 · Capital Improvements - Grounds	<u>65,000.00</u>

Total GROUNDS 144,525.00

**Carrollwood Recreation District**  
**Annual Budget**  
October 2019 through September 2020

As Amended on 12/09/2019

Oct '19 - Sept '20

**COMMUNITY DEVELOPMENT**

989 - Capital Improvements	0.00
<b>Total COMMUNITY DEVELOPMENT</b>	<b>0.00</b>

**TOTAL EXPENSE** **\$631,802.00**

762588  
#60  
Sal

I.D. NO. E14157  
DATE/TIME ANALYZED

I.D. NO. E14157  
REC'D TAMPA

2019 DEC 19 AM 11:00

3602 SPECTRUM BLVD.  
TAMPA, FL 33612



Bureau of Laboratories  
Jacksonville, Miami, Pensacola  
Tampa, West Palm Beach

2019 DEC 19 PM 1:44

N006442

SAMPLE COLLECTION AND REPORT FORM FOR  
NON-POTABLE WATER BACTERIOLOGICAL ANALYSIS

Sample Acceptance Criteria:  
Preservation  on ice  not on ice  67°C  
 This sample does not meet the following NELAC requirements:

Program or Site Name: White Sands Beach  
County: Hillsborough Collector: Rick Corwin Collector Phone #: 813-431-7720  
Collection Address: 11813 Carrollwood Dr  
Collection City: Tampa Collection State: FL Collection Zip: 33618  
Date Reported: 12.20.19 Comments: [Signature]

Circle the analysis requested

Station No.	Date & Time Collected	Total Coliform/100ml MPN (SM9221B) MF (SM9222B)	Fecal Coliform/100ml MPN (SM9221E) MF (SM9222B)	Enterococci/100ml MF (EPA 1600)	Other	Lab Number
WSB North	12-19-19 11:30					122005
WSB South	12-19-19 11:34					122006

Name and Mailing Address of Person to Receive Report  
Carrollwood Riv District  
3515 McFarland Road  
Tampa, FL 33618

All tests are performed in accordance with NELAC standards.  
Qualifier codes: (U) = not detected; (B) = results based on colony counts outside the acceptable range; (Z) = TNTC at highest dilution performed; (Q) = sample holding time exceeded.  
  
For enforcement samples, EPA recommends a maximum of 6 hours time lapse from sample collection to analysis of samples in the lab. Samples must be scheduled with the lab in advance to arrive by 3:30PM to allow sufficient time for analysis. Lab procedures conform to EPA recommendations. Results of samples not received within this time frame may not be reliable.