



Carrollwood Recreation District

July 10, 2023

Board of Trustees

Executive Committee Meeting - 6:00 p.m.

Regular Meeting Agenda - 6:30 p.m.

Mark Snellgrove
President

Dr. Anna Brown
Vice President
Recreation Center/
Tennis Chairwoman

Mark Georgiades
Treasurer

Joseph Costa
Secretary

Michael Carelli
Original Carrollwood
Park Chairman

Jack Griffie
Scotty Cooper Park
Chairman

Christina Price
Community
Development
Chairwoman

Dan Seeley
Grounds Chairman

Kevin Shidler
White Sands Beach
Chairman

1. Call Regular Meeting to Order

2. Roll Call

3. Determination of Quorum

4. Public Comment

5. Motion to Approve the Consent Agenda

- Approval of July 10, 2023, Regular Meeting Agenda
- Approval of June 2023, Independent Accountant's Compilation Report
- Approval of June 12, 2023, Executive Committee Meeting Minutes
- Approval of June 12, 2023, Public Hearing Meeting Minutes
- Approval of June 12, 2023, Regular Meeting Minutes

6. Regular Agenda Items

Treasurer Matters:

- Final Adopted Budget for FYE-2024 Included in Attachments

President Matters:

- Review & Discuss Section 4d of Article IV – Financial Matters; and Vote - if the Board desires to make the change.

Recreation Center/ Tennis Chairwoman:



Carrollwood Recreation District

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Grounds Chairman

Kevin Shidler
White Sands Beach
Chairman

Original Carrollwood Park Chairman:

White Sands Beach Chairman:

- Review Lab Results - (swim side only)

Scotty Cooper Park Chairman:

Grounds Chairman:

Community Development Chairwoman:

- Community Signage Review

CCA Liaison:

7. Other Business

8. Adjourn

**Carrollwood Recreation District Board Executive Meeting Minutes
June 12, 2023**

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 at 6:00 p.m. No new business.

2. Roll Call (rolled not called for Executive Meeting)

Members present:

Michael Carelli	Original Carrollwood Park	Not Present
Joseph Costa	Secretary	Present
Dan Seeley	Grounds	Present
Dr. Anna Brown	VP - Rec Center/Tennis Chair	Not Present
Mark Georgiades	Treasurer	Not Present
Jack Griffie	Scotty Cooper Park	Present
Chrissie Price	Community Development	Not Present
Kevin Shidler	White Sands Beach	Not Present
Mark Snellgrove	President	Present

- Executive Meeting Adjourned at 6:30 p.m.

Carrollwood Recreation District Board Public Hearing and
Regular Meeting Minutes
June 12, 2023

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 public meeting to order: 6:30 p.m.

2. Roll Call

Trustees:

Members present:

Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Present
Dan Seeley	Grounds	Present
Dr. Anna Brown	VP - Rec Center/Tennis Chair	Present
Mark Georgiades	Treasurer	Present
Jack Griffie	Scotty Cooper Park	Present
Chrissie Price	Community Development	Present
Kevin Shidler	White Sands Beach	Present
Mark Snellgrove	President	Present

3. Determination of Quorum

- Yes: six trustees present at 6:30 p.m.

4. Public Hearing on 2024 Fiscal Year Ending Budget

- a. **Trustee Snellgrove** Announced the opening of the public hearing at 6:30 p.m.
- b. Motion to Approve the Public Hearing Agenda
 - **Motion by Trustee Costa to Approve the Public Hearing Agenda**
 - **Motion** Seconded by **Trustee Carelli**
 - **Vote:** - 9-in favor – 0-opposed
- c. Public Hearing Presentation by Treasurer Mark Georgiades: **Trustee Georgiades reviewed highlights of the 2023-2024 Proposed budget.**
- d. Public Comment on the Proposed 2024 Fiscal Year Ending Budget
 - **Resident** Anne Swannick: No Comment.
 - **Resident** Josette Bulnes: Asked about a specific line-item, which **Trustee Georgiades** clarified.
 - **Resident** Matt Lubinski: No Comment
 - **Resident** Daniel Fernandez: No Comment
 - **Resident:** Dr. Rick Dillon: No Comment

- **Trustee Snellgrove** asked if any of the Board Members has a comment on the proposed budget: **Trustee Carelli** suggested adding the **Excess Income Over Expenses** line-item to the **Reserve Fund Replenish** (line item 616) because it is currently earning 5%. This will make the total of the Reserve Fund: \$72,600.00.
- e. **Motion by Trustee Carelli to Adopt the 2024 Fiscal Year Ending Budget, based on the District Tax Rate of \$800.00 to be assessed and collected upon the Taxable Property of the District for 2024-FYE at a total of \$755,500.00.**
Motion Seconded by **Trustee Shidler**
Vote: - 9-in favor – 0-opposed
- f. **Trustee Snellgrove** announced closing of the public hearing: Time: 6:20 p.m.

5. Regular Meeting Public Comment

- **Resident:** Daniel Fernandez asked about the Pickleball Court
- **Resident:** Anne Swannick asked the Board if she could have a standing reservation for the Pickleball Court. Currently this is not possible. **Trustee Brown** reminded Ms. Swannick that there are tournaments on the courts, but that accommodations can be made. **The Trustee** will check with Janet on how the standing reservations are done.
- Resident Matt Lavisky (an attorney) attended the meeting to ask about the upcoming vacancy on the Board.
- **PUBLIC COMMENT CLOSED AT 6:35 p.m.**

6. Regular Meeting – Agenda Items

7. Motion to Approve the Consent Agenda

- Approval of June 12, 2023, Regular Meeting Agenda
- Approval of May 2023, Independent Accountant’s Compilation Report
- Approval of May 8, 2023, Executive Committee Meeting Minutes
- Approval of May 8, 2023, Regular Meeting Minutes
- **Motion by Trustee Costa to Approve the Meeting Agenda & Consent Agenda**
- **Motion** Seconded by **Trustee Carelli**
- **Vote:** - 9-in favor – 0-opposed
-

Mark Georgiades — Treasurer Matters:

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

Mark Snellgrove – President

- **Trustee Snellgrove:**

Carrollwood Recreation District Board

- Board Vote. Trustee Snellgrove asked for a motion to adopt changes to Article VI – Financial Matters of the CRD Bylaws:
- **Motion by Trustee Brown to Adopt changes to Article VI – Financial Matters of the CRD Bylaws as follows:**
 - - Section 4a: Expenditures of \$4,000 or less that are included in the approved budget may be paid at the discretion of the Chairman of the appropriate committee or the President without competitive bids and without further approval of the Board of Trustees. This paragraph does not apply to expenditures paid from the Debt Service Fund.
 - Section 4b: Expenditures in excess of \$4,000 but no more than \$8,000 that are included in the approved budget may be paid without competitive bids but must be approved by the Board of Trustees. This paragraph does not apply to expenditures paid from the Debt Service Fund or the Capital Improvements Fund.
 - Section 4d: Emergency repair work may be authorized by any Trustee, up to a limit of \$20,000 per occurrence. Emergency repair work that will cost more than \$20,000 shall be approved by a majority vote of the Board, meeting in a regular or special session. Emergency repair work is defined as expenditures that are necessary to remedy an immediate threat to public safety, or those that are necessary to avoid closure of any District facility or significant amenity of a District facility. Damages that may be remedied by a partial closure of a portion of a facility that does not significantly affect the overall service provided by that facility do not qualify as emergency repair work.
- **Motion** Seconded by Trustee Shidler
- **Vote:** - 9-in favor – 0-opposed

Michael Carelli — Original Carrollwood Park:

- **Trustee Carelli:** Noted that the Board will shift money to the reserve fund by creating a new line item called: **Emergency Fund**. If not spent during the course of the fiscal year, these funds will go into the **Reserve Fund**.

Kevin Shidler — White Sands Beach:

- **Trustee Shidler** stated that the toilets at White Sands Beach were stopped and were fixed.

Jack Griffie — Scotty Cooper Park:

- **Trustee Griffie:** No news

Dr. Anna Brown — VP & Recreation Center & Tennis:

- **Trustee Brown** Mentioned that the Rec Center has been painted and the gutters are up and look amazing. She added that we will be soon moving on to paint Pickleball Lines on the tennis courts.

Dan Seeley — Grounds

- **Trustee Seeley:** The Trustee detailed the trimming of trees in the district. He is currently getting estimates for the trimming of trees at the Rec Center. He will be working with Omega for trimming at Scotty Cooper, the Islands in the neighborhood, and OCP.
- **The Trustee** noted that there is a tree at WSB growing into the fence on the volleyball side of the park. The owner wants the district to take care of the tree. The cost is estimated between \$2,000 and \$4,000 dollars. However, the owner wants the neighborhood to take responsibility for the cost of the tree removal. The concrete fence cannot be fixed without the removal of the tree. **Trustee Shidler** asked whether the owner will “allow” us to remove the tree. After further Board Discussion, it was decided that we would begin a dialogue with the owner to see if he would compromise by cutting the tree back and paying for that expense so that we could fix the fence.

Chrissy Price — Community Development

- **Trustee Price** asked what the plan was for the irrigation and replacement of plants and if there was enough in the budget. **Trustee Seeley** said it was in the works, though he does not have all the numbers.
- The **Trustee** presented her Review Reserve Study Proposal.
- **Motion by Trustee Price** to hire Global Solution Partners to conduct a Full Reserve Study with Site Visit for a total of \$5,475.00
- **Motion** Seconded by **Trustee Brown**
- **Vote:** - 9-in favor – 0-opposed
-
- The **Trustee** Reviewed Signage Proposals for the District.
- **Motion by Trustee Price** to hire Signstar to replace signage in the neighborhood at a cost not to exceed \$9,700 .
- **Motion** Seconded by **Trustee Carelli**
- **Vote:** - 9-in favor – 0-opposed

7. Other Business

- **Trustee Snellgrove – CCA Update:** The CRD will do quarterly updates on the neighborhood directory, so that the Guards at WSB have accurate names and addresses of residents.
- **Trustee Brown** — asked about the drop off and pick up at Carrollwood Elementary. She pondered whether there should be signs posted in the parking lot, so that all of the spaces are not taken, which would prevent residents from parking and visiting the Rec Center Office. **Trustee Seeley** commented that the parking lot is jammed for about 30 minutes, then it clears out. He did state that he has never seen both parking lots at full capacity.

8. Adjournment

Public Comment: No public comment.

- **Trustee Costa:** Made a motion to adjourn
- **Motion** Seconded by **Trustee Shidler**
- **Vote:** 9 in favor; 0 opposed
- Meeting ended at 8:01 p.m.

Meeting minutes recorded by Trustee Costa

Carrollwood Recreation District Board
Executive Meeting Minutes
May 8, 2023 - **Corrected**

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1. Call To Order

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

2. Roll Call (rolled not called for Executive Meeting)

Board Members present:

Michael Carelli	Original Carrollwood Park	Not Present
Joseph Costa	Secretary	Not Present
Dan Seeley	Grounds	Not Present
Dr. Anna Brown	VP - Rec Center/Tennis	Not Present
Mark Georgiades	Treasurer	Present
Jack Griffie	Scotty Cooper Park	Present
Chrissie Price	Community Development	Not Present
Kevin Shidler	White Sands Beach	Not Present
Mark Snellgrove	President	Present

- President Snellgrove made corrections to the April 10, 2023, meeting minutes.
- Tree trimming bids added to the Regular meeting agenda for consideration by Trustee Seeley.
- Executive Meeting Adjourned at 6:30 p.m.

Carrollwood Recreation District Board
Regular Meeting Minutes
May 8, 2023 - **Corrected**

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: 6:30 p.m.

2. Roll Call

Board Members present:

Michael Carelli	Original Carrollwood Park	Present
Joseph Costa	Secretary	Not Present
Dan Seeley	Grounds	Present
Dr. Anna Brown	VP - Rec Center/Tennis	Present
Mark Georgiades	Treasurer	Present
Jack Griffie	Scotty Cooper Park	Present
Chrissie Price	Community Development	Present
Kevin Shidler	White Sands Beach	Present
Mark Snellgrove	President	Present

3. Determination of Quorum

- Yes: eight trustees present

4. Public Comment

- **Resident:** Suzy Giunta in attendance to observe.
- **Resident:** Sheila Santafemia thank-you for your work in our community.
- **Resident:** Mark Boghich asked about the well in OCP. President Snellgrove said it is our well, but is-not operational. He also recommended adding some sand at WSB since the water level is so low.
- **Resident:** Josh Shaffer in attendance.
- **Resident:** Fred Thompson in attendance to observe.
- **Residents:** Daniel & Leah Fernandez thank-you for the Board's help with the pickleball social. We have seen the number of interested people soar. We are at capacity and want to know if the Board could add painted lines to make the pickleball lines. Trustee Brown recommended that Daniel provide an example of what they are requesting.
- **Resident:** Shelley Stewart thanked the Board for their work. In light of our resounding tax cap increase vote, she would like the Board to consider a compensation increase for the District's two employees. She recommended a \$1.00 increase per hour for both employees.

- **Resident:** Rick Benyo brought to the Board’s attention legislation about local municipalities having the authority to restrict fertilizer spreading. He asked the Board to get this into the community newsletter and to limit spreading from May 31 to late September to limit problems in Lake Carroll.
- **Resident:** Mark Boghich - thanks to all for their time on the Board. He was recently reserving a room at the Recreation Center and asked where the defibrillator was located. He recommends us getting one and placing it inside the Recreation Center. He also asked if we could have a mobile one so it could be at community events. Hillsborough County Parks & Rec has them in the sports fields, but they are all secured under a camera.
- **PUBLIC COMMENT CLOSED AT 6:45 p.m.**

5. Motion to Approve the Consent Agenda

- Approval of May 8, 2023, Regular Meeting Agenda
 - Approval of April 2023, Independent Accountant’s Compilation Report
 - Approval of April 10, 2023, Executive Committee Meeting Minutes
 - Approval of April 10, 2023, Regular Meeting Minutes
- **Motion by Trustee Brown** to Approve the Consent Agenda
- **Motion** Seconded by **Trustee Carelli**
- **Vote:** 8 in favor 0 opposed

6. Regular Meeting

Mark Georgiades — Treasurer Matters:

- Review & Discuss Draft Budget for FY 2023-2024.
- Public Hearing & Board Vote scheduled for June 12th.
- **Treasurer Georgiades** discussed the proposed budget updates. The lease for CCA was increased by \$5,000 to \$50,000. An employee compensation increase of \$1,000 was also included and the Treasurer recommended an increase of \$1.00 per hour for both to take effect immediately, in line with their annual performance review due this month. The Board agreed. Also, some monies were added to the grounds committee due to the number of projects looming.
- **Trustee Seeley** mentioned that the project to design the access gate for WSB will need to be included but can be split between expense categories.
- **Trustee Price** recommended adding \$50,000 for this.
- **Trustee Georgiades & Carelli** also recommended, and all Board members agreed to adding monies to the reserve fund.

Mark Snellgrove – President

- Discuss Resident Request for a Defibrillator: President Snellgrove explained that this has never come up previously. He reached out to our general counsel. AEDs are encouraged but not required. If we put one in, we are required to follow state guidelines. Training is required to use the device. President Snellgrove asked Trustee Carelli if they have them in his businesses. He does-not. They maintain the stance that they call 911 rather than have untrained folks try and use it and do harm. President Snellgrove asked opinions of all Board members. Trustee Griffie agreed with President Snellgrove due to training needs, Trustee Georgiades agrees also, Trustee Brown agreed and stated that having a trained team is critical for the device and due to the mobility in our facilities we don't have the ability to train folks. Trustee Price says her company has them but feels that we shouldn't in our situation. Trustee Shidler agrees and stated that having one in the areas when needed is logistically difficult. Trustee Seeley also agrees. Due to Board consensus, we will-not make this purchase.
- New "Short-Form" Contract for Goods & Services: President Snellgrove explained the new short form. Janet has the form and will start using it.
- Per Trustee Carelli's Recommendation: Review Doubling the Payment Authorization Requirements for each Limit in Section 4 of the CRD Bylaws, to be Voted on at the June 12th Regular Meeting: President Snellgrove explained the financial matters recommendation in the meeting materials. Board members reviewed the updates that were highlighted in **RED**. Trustee Carelli reiterated the need to keep up with the rising costs and to have the ability to get things done for our community by having a bit more flexibility. The Board also agreed to raise the emergency authorization to \$20,000.
- The Board will hire off-duty deputies at WSB for Memorial Day weekend.
- The Board needs to recruit new board members. We will need to fill Trustee Carelli's position when he resigns.

Michael Carelli — Original Carrollwood Park:

- Review new Clay & Grading proposals for the Softball Field & Vote if Required: Trustee Carelli **made a motion** to purchase 72-yards of clay to be delivered by Seffner Rock & Gravel up to \$3,600.00.
 - **Motion** Seconded by **Trustee Griffie**
 - **Vote:** 8 in favor 0 opposed
- Trustee Carelli **made a motion** to award a contract to A Stellar Landscaping up to \$3,000.00 to level and grade the clay on the softball field after it is delivered.
 - **Motion** Seconded by **Trustee Seeley**
 - **Vote:** 8 in favor 0 opposed

- The new benches were installed at OCP and SCP. Mulch was installed at SCP. We are waiting for new barriers for the OCP area, and the mulch will be installed thereafter.

Kevin Shidler — White Sands Beach:

- Review lab results from the swim side.
- Recap of meeting with Sheriff's Office: The Sheriff's Office explained what can be done at WSB. We must enforce our own rules. We are developing an internal incident report form for the guard service. We will discuss new procedures for incident reports at the next meeting.

Jack Griffie — Scotty Cooper Park:

- **Trustee Griffie:** discussed how he is working to get the electrical boxes moved in the ivy area at the park. Working to get that area cleaned up.

Dr. Anna Brown — VP & Recreation Center & Tennis:

- Review Gutter & Drain Proposals & Vote if Required: Trustee Brown **made a motion** to award a contract to Designer Gutter Company in the amount of \$6,332.00 for installation of gutters and micro mesh leaf guard along the rear of the Recreation Center building.
 - **Motion** Seconded by **Trustee Shidler**
 - **Vote:** 8 in favor 0 opposed
- Review Interior Painting Proposals & Vote if Required. Trustee Brown **made a motion** to award a contract to Hannigan Painting, Inc. in the amount of \$5,500.00 for interior painting at the Recreation Center building.
 - **Motion** Seconded by **Trustee Shidler**
 - **Vote:** 8 in favor 0 opposed

Dan Seeley — Grounds

- **Trustee Seeley:** last month the trees at the Recreation Center were trimmed. The contractor was excellent and very safety conscious. Tree services on all the islands were bid out. Trustee Seeley presented 3-bids for review. Trustee Seeley **made a motion** to award a contract to Omega Tree Service in the amount of \$14,685.00 for tree trimming at WSB and all the islands EXCEPT Lake Carroll Way.
 - **Motion** Seconded by **Trustee Carelli**
 - **Vote:** 8 in favor 0 opposed

- **Trustee Seeley** is continuing to work on bundling all items for the Lake Carroll Way islands and will present them at the June meeting.
- **Trustee Seeley** reported that pressure cleaning at WSB was completed.

Chrissie Price — Community Development

- Review Reserve Study Proposals & Vote if Required.
- We only received one bid for the reserve study, so the Board briefly discussed it and perhaps can vote at the June meeting.
- Most board members expressed favor for the one-time study.
- Review Signage Proposals / Renderings & Vote if Required: We only received one bid so this will continue at the June meeting.

7. Other Business

- **Trustee Brown** mentioned that she is working with the school and our Recreation Center staff to limit parent parking at the Recreation Center during arrival and dismissal from Carrollwood Elementary School. The Trustee is also talking to the CCA to garner support for our staff.
- **Trustee Seeley** asked about getting a sign “to indicate no soliciting etc. President Snellgrove recommended that we speak to the CCA regarding this.

8. Adjournment

- Public comment reopened.
- **Trustee Shidler:** Made a motion to adjourn.
- **Motion** Seconded by **Trustee Carelli**
- **Vote:** 8 in favor; 0 opposed
- The meeting ended at 7:45 p.m.

Meeting minutes recorded by Trustee Brown.

Carrollwood Recreation District

Adopted Budget

October 2023 - September 2024

Assessment Rate: \$800 per OC Home

June 12, 2023 Public Hearing

	<u>Total</u>
Income	
GENERAL	
605 Rec Center Room Charges	24,000.00
610 Interest	7,500.00
615 Special Assessments	664,000.00
616 Special Assessments - Reserve Fund Replenish	50,000.00
620 Other	10,000.00
Total Income	\$ 755,500.00
Expenses	
03 PRESIDENT	
820 Contingency & Other President	10,500.00
825 Gatekeeper Service	4,000.00
830 Insurance - Bonds	250.00
835 Insurance - Officer D&O	7,000.00
845 Insurance - Prop/Liab/Umbrella	55,000.00
850 Insurance - Workers Comp	2,500.00
870 Operating Supplies	9,000.00
900 Professional Services	7,000.00
915 Cleaning Contract	8,000.00
960 Utilities - TECO	18,500.00
965 Utilities - Trash	2,500.00
970 Utilities - Water	11,000.00
Total 03 PRESIDENT	\$ 135,250.00
05 TREASURER	
805 Accounting-Bookkeeper	10,000.00
810 Accounting - Auditing	10,000.00
815 Accounting - Bank Charges/Fees	250.00
875 Board Fee - State	175.00
910 Property Taxes - Non-Ad Valorem	500.00
920 Rent/Leases - CCA	50,000.00
Total 05 TREASURER	\$ 70,925.00
07 WHITE SANDS BEACH	
855 Lake Testing	300.00
924 Repairs & Maint WSB	15,000.00
940 Guard Service WSB	70,000.00
985 Capital Improvements WS Beach	45,000.00
Total 07 WHITE SANDS BEACH	\$ 130,300.00

09 SCOTTY COOPER PARK	
925 Repairs & Maint SCP	20,000.00
986 Capital Improvements SCP	10,000.00
Total 09 SCOTTY COOPER PARK	\$ 30,000.00
11 ORIGINAL CARROLLWOOD PARK	
926 Repairs & Maint OCP	14,000.00
987 Capital Improvements OCP	14,000.00
Total 11 Original Carrollwood Park	\$ 28,000.00
13 TENNIS	
927 Repairs & Maintenance Tennis	6,000.00
Total 13 TENNIS	\$ 6,000.00
15 RECREATION CENTER	
865 Office Supplies Rec Center	4,000.00
885 Payroll Taxes	4,000.00
890 Pest Control Rec Center	1,000.00
895 Postage	500.00
928 Repairs & Maint Rec Center	18,000.00
930 Salary - Maintenance	19,000.00
935 Salary - Office	20,000.00
936 Travel - Mileage Reimbursement	925.00
941 Security Monitoring Rec Center	4,000.00
950 Telephone	3,000.00
988 Capital Improvement Rec Center	0.00
Total 15 RECREATION CENTER	\$ 74,425.00
17 GROUNDS	
860 Landscaping Monthly	85,000.00
929 Repairs & Maint Grounds	45,000.00
955 Tree Trimming	44,600.00
990 Capital Improvements - Grounds	45,000.00
Total 17 GROUNDS	\$ 219,600.00
19 COMMUNITY DEVELOPMENT	
989 Capital Improvements Comm Dev	11,000.00
Total 19 COMMUNITY DEVELOPMENT	\$ 11,000.00
Total Expenses	\$ 705,500.00
Total Income	\$ 755,500.00
Excess Income Over Expenses	\$ 50,000.00

As currently written:

- Section 4d: Emergency repair work may be authorized by any Trustee, up to a limit of \$20,000 per occurrence. Emergency repair work that will cost more than \$20,000 shall be approved by a majority vote of the Board, meeting in regular or special session. Emergency repair work is defined as expenditures that are necessary to remedy an immediate threat to public safety, or those that are necessary to avoid closure of any District facility or significant amenity of a District facility. Damages that may be remedied by a partial closure of a portion of a facility that does not significantly affect the overall service provided by that facility do not qualify as emergency repair work.

Proposed revision:

- Section 4d: Emergency repair work may be authorized by any Trustee, up to a limit of \$20,000 per occurrence. Emergency repair work that will cost more than \$20,000 **must** be approved by a majority vote of the Board, meeting in regular or special session. **A Trustee is without authority to authorize emergency repair work pursuant to a contract that does not contain a fixed cost for the work or where the cost is greater than \$20,000. A Trustee also is without authority to authorize emergency repair work to be paid, or where the amount will be determined, on a quantum meruit basis.** Emergency repair work is defined as expenditures that are necessary to remedy an immediate threat to public safety, or those that are necessary to avoid closure of any District facility or significant amenity of a District facility. Damages that may be remedied by a partial closure of a portion of a facility that does not significantly affect the overall service provided by that facility do not qualify as emergency repair work. **An individual Trustee has no authority to authorize repair work on a non-emergency basis.**

If the Board decides to adopt the change, then the motion should read as follows:

- **Motion by Trustee _____ to Adopt changes to section 4d of Article VI – Financial Matters of the CRD Bylaws as follows:** (the above to be read aloud and copied and pasted for the meeting minutes).