

# SPRUCE CREEK PROPERTY OWNERS ASSOCIATION, INC.

212-1 Cessna Blvd, Port Orange, FL 32128

## MINUTES BOARD OF DIRECTORS WORKSHOP

September 5, 2007

1. CALL TO ORDER. President Dawn Sautter called the meeting to order at 6:05 p.m. Other directors present were Alan Baltz, Bert Love and Tim Plunkett. With these 4 Directors present, a quorum was declared. .

2. PROOF OF NOTICE. David Slayback affirmed that this meeting had been properly noticed.

3. 2008 BUDGET WORKSHOP. Dawn Sautter explained that the purpose of this workshop meeting was for the various POA Committees to present their ideas regarding capital expenditures in the 2008 budget to determine whether the Board is interested in the proposed projects. With interest expressed, the committees will prepare detail plans and costs for presentation to the Budget & Finance Committee for possible inclusion in the 2008 Budget.

A. Ray Gage, Chairman of the Public Works Committee, presented 4 proposals for 2008 projects.

- 1) Backup Emergency Generator for the POA Office Facility and the South Gate House. Ray explained that the POA office is the hub of the business and security activity for the community. In an emergency, such as following a tornado, hurricane, severe storms or other calamity, the POA Office and South Gate need to be able to continue to operate. A preliminary study has been made as to the electrical capacity needs of each facility and as to whether a propane or diesel unit is more advantageous. Art Horton, with his substantial experience in electrical contracting, determined that the POA Office should have a 25 Kilowatt Hour capacity and the South Gate House should have a slightly lower capacity. Diesel power is substantially more reliable because diesel fuel is available at local service stations and because JetA fuel (which is certainly available) can be used interchangeably with diesel. In the event of a prolonged electricity outage propane would not be readily available.

From the viewpoint of security for the SCPOA, the computer hub for the gate systems is in the POA Office so electricity is necessary. The North Gate House has a generator to operate the gates portion of the system but the South Gate House should be similarly equipped.

The cost of each generator is approximately \$17-18,000. The slightly smaller unit for the South Gate House is about \$1,000 less than the suggested unit for the POA Office.

The POA Office generator cost would be apportion between Administration and Security, and the Gate House generator would be a budgeted to Security.

- 2) Installation of a fire/smoke/burglary alarm system for the POA Office. The importance of the POA Records located at the Office is worth a rather limited cost of such an alarm system. The idea is to have the alarm ring the North Gate House (which is manned 24 hours daily) and they would respond first to an alarm and call the appropriate authorities for additional help.

The cost is estimated at \$2,500 to \$3,000.

- 3) Additional Funding for the Overlook Park Gazebo. The original plan in 2007 was to tear down the old, rotted and dangerous structure and build part of a deck. Next year the deck would be extended and, depending on costs, a roofed structure would be built. The question is whether or not to replace the gazebo building. The Board recommended that the question of rebuilding the gazebo structure should be vote on by the membership at the next annual meeting.
- 4) Funding for purchase of additional tools for the Public Works Maintenance Shop, the installation of 100 Amp service in the shop, funding for a new well for Four Seasons (their well is too shallow and pumps only iron-loaded which severely discolors the walkways) and purchase of a used backhoe which is needed for many projects which Public Works is planning and replacement of the damaged and inadequate fencing at the Children's Park.

The Board suggested that items 1, 2 and 4 above should be developed so that a plan and cost estimates can be provided to the Budget and Finance Committee, and that item 3 should be put to a membership vote at the next membership meeting.

B: Sal DeVincenzo of the Airport Committee presented the following proposals for 2008 Capital Expenditures:

- 1) Funding for purchase of a VASI system for the airport. Present system is obsolete. He had a line on a used system but it has become unavailable. Projected cost for a new VASI System is \$12,000 to \$15,000.
- 2) Funding for purchase of a Paris System. Project cost for a new Paris System is \$10,000.

C: Mike Hay of the Safety and Security Committee presented the following proposals for 2008 Capital Expenditures:

- 1) Funding to complete the North and South Gate Security Gates system by installation of gates on the exit lanes. A formal proposal has been requested from the gates vendor but has not yet been received. Preliminary figures indicate a cost of approximately \$15,000.

With the exception of continuing work on the Gazebo at Overlook Park, the Board indicated an interest in the proposals and requested the committees continue with the planning for their projects. The formal requests will have to be presented to the Budget and Finance Committee as part of their input for preparation of a 2008 Spruce Creek budget.

Dawn Sautter, President