

MINUTES OF MEETING
VIERA EAST
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Viera East Community Development District was held on Wednesday, June 24, 2020 at 2:00 p.m. at the Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Paul McCarthy	Chairman <i>via phone</i>
David Bedwell	Vice Chairman
William 'Bill' Oakley	Secretary
Jo Walsh	Treasurer
Melinda Thomsen	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager
Matt Susin	Brevard County School Board Member
Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Bedwell called the meeting to order at 2:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comment Period

Tony Volpe, IRCC: The topic right now is budgeting. I wanted to share some comments with you. I took a look at the budget, particularly the capital. I'm not seeing projects defined. My understanding is that the current format was approved by the Board. My suggestion is that you change that format to one that allows capital items to be identified and prioritized so we know what money we need for priority projects. For example, we know that we need "Water Management," so that could be a priority and should be defined beforehand. Secondly, if a sprinkler system is defined, that becomes a priority, and must be defined at its priority level. Money must be allocated for it and tracked as a loss of revenue. So, it's important to understand this. Then we talk about enhancing the clubhouse. That is not a top priority because the other items are revenue generators. It is important to define what you need, where you are going to get

the money and we do calculations to identify the value of the money as it's being spent and how it's going to be paid back. I suggest you change it because I can tell you now, I don't know anybody who uses the current format, whether government or commercial. There are people within the organization battling for money for each project. It is defined that way, so the projects are clearly understood and how the money is going to be allocated. I can tell you now that people pay a lot of money for what I just said. I'm suggesting that you relook at that and redefine how much money you are going to allocate to projects. That way you will have what you need going into each year. I hope that's helpful to you. That's what I would do. Thank you.

Mr. Bedwell: Does anyone else have a public comment? Please state your name and address.

Mr. Susin: Matt Susin. In an effort to keep you in the loop, the County Commissioner and I decided to allocate funds and utilize county vehicles to re-do the car loop at Ralph M. Williams Jr. Elementary School.

Mr. Bedwell: Okay.

Mr. Susin: You received an email with the car loop instructions and job description. That is going to alleviate all of the traffic issues behind Ralph Williams on Clubhouse Drive. It was a collaborative effort that needed to happen. The county needed to take care of that roadway a long time ago. You should've received that email last week. Secondly, in December or January, I am going to collaboratively work with all of the elected Boards in the Viera/Suntree area, so we can work our resources out together. I live in Viera East, right at the corner, and if you see kids doing something wrong, you can send me an email with a picture of the kids, and I will have the Principals tell you who they are. We can do that. We can collaborate our resources so if there's a project or something that you guys are maybe working on, we may be able to work on that to benefit both sides. That's all. That's the reason I came to you today. Nothing big. I will email you about the day that we are going to be opening the Ralph Williams car loop so you can come to the groundbreaking. Because of COVID-19, we are having some issues. I'm about to distribute letters to everybody that's in that area explaining the date and then we will go from there. I just wanted to see if anyone had any questions.

Mr. Oakley: Do you have a tentative date?

Mr. Susin: No. Right now, with the way things are going, the Principal of Ralph Williams is on vacation until July 21st or 22nd. So, he is looking at an opening between July 22nd to August

3rd. It would probably be in the evening and will take a half an hour or 45 minutes. I will let you know when.

Mr. Oakley: If you go on the Viera East.com website, I already posted pictures and what you said.

Mr. Susin: I appreciate that.

Mr. Oakley: It's under, "New Things Happening."

Mr. Susin: I will take a look at that. I called VECA the other day and went online and then I was going to speak to other groups to make sure that they know. Kurt Smith really stepped up as a County Commissioner to make this happen. He deserves a lot of credit. We never could've pulled it off without him. So, I just want to give a big shout out to him. If you need anything, you have my email address.

Mr. Showe: Is there any other public comment? Hearing none,

THIRD ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2019 Audit Report

Mr. Showe: The audit was provided to the Board. We also distributed a hard copy today. If you look on Page 39, which is the Management Letter, you will note that we have no current year findings. We did not meet any financial emergency conditions as determined by the State of Florida and the Florida Statutes, which is good. All of the other items are correct and it's a clean audit. If the Board recalls, there was a finding last year in the audit about the actual expenditures in the General Fund exceeding the budget. We talked about that last year. The reason that occurred is the way they accounted for our new pump station. When it was put in, they accounted for the entire expense all at once, even though we are leasing it. It's a technicality on the way the audit was done.

Mr. Bedwell: Okay.

Mr. Showe: We weren't aware that it was going to be accounted for that way until it was too late for us to do a budget amendment. So, it was just a finding on paper. We certainly had enough money in the General Fund. There were no deficiencies. The expenses covered revenues more than revenues covered expenses. Again, we discussed that last year, but there is a note about that prior year finding and that it's also been resolved in the current year. So that finding no longer exists. We can take any questions or comments from the Board.

Ms. Walsh: When is the next time we need to renew this contract, Jason?

Mr. Showe: I would have to look.

Ms. Walsh: Another year at least?

Mr. Showe: I believe so. We should have another year under the current agreement, but if the Board isn't happy with the auditor, you can always bid it out again. You typically don't see a lot of variation in pricing. They do a nice job for us and always get it done on time, which is the main thing.

Mr. Oakley: If I remember correctly, their prices were better than everybody else.

Mr. Showe: Correct.

Mr. Bedwell: Is this forwarded to the State?

Mr. Showe: Yes. As part of the motion, it is forwarded to the State to ensure compliance. It also gets posted on our website.

On MOTION by Mr. Oakley seconded by Ms. Walsh with all in favor acceptance of the Fiscal Year 2019 Audit Report and authorization for District Management to transmit to the State was approved.

FOURTH ORDER OF BUSINESS

Fiscal Year 2021 Budget Workshop – Golf Course Fund

Mr. Oakley: On Page 16, in the Golf Course Budget, it was more about the actual budgeting and not the dollars to do it. The item that I'm looking at is "Fertilizer," "Seed/Sod" and "Operating Supplies." This is something that I brought up previously. There are more problems with the methodology. There was a larger amount budgeted than prior years. I'm putting this in a more realistic form. I'm not saying that it's not in a realistic form, but we spent \$124,000 on fertilizer, are estimating to spend \$128,000 and we budgeted \$139,000. The same thing applies for "Seed/Sod." This year we spent \$8,000, are estimating to spend \$12,000 and budgeted \$16,500. For "Operating Supplies," we spent \$5,795, projected \$4,200 and budgeted \$15,000. At the bottom of the page, "Operating Income" is \$4,000. If we bump those numbers around so they are closer to a more realistic figure, say the \$128,000 was based on \$130,000, there is \$9,000 in reserves. If the \$12,000 was based on \$8,000, there's another \$4,000. If "Operating Supplies" were \$6,000, there's another \$10,000. So, your bottom number could be

increased by \$25,000. That's putting it back into more of a realistic form. I just wanted to bring it up. I brought this up two years ago and last year.

Mr. Melloh: Let's talk about fertilizer. What you want to look at is the fertilizer that we used. It is not the one you typically buy at Lowes. There were some very large price increases. Again, you want to have an estimate, because if we have an outbreak of a disease or there is a situation where we have more mole crickets and we need more mole cricket treatment, is it better to budget low and then go over budget? I can't say that we won't spend more than \$139,000, but I think by budgeting \$139,000 and only spending \$128,000, shows that we try to keep expenses low. So, it is only going to flow to the bottom line anyway, but if we need to spend it, we are saying that is still a possibility that we can spend \$139,000. I can't tell you that our planned growth regulator is going to go up by 40%. We use a lot of that product.

Mr. Oakley: I agree with that point and understand that prices are going up. I'm just saying that it's more of an observation. What looking at, you are saying, "Let's increase this line item by \$10,000." That's a lot of money and you are not making any money. If we put that in the operating budget and made it look better, realistically, the income is actually there. If we miss our fertilizer budget by \$5,000, we can put that back into the operating budget anyways. That's just methodology I use when I'm budgeting.

Mr. Melloh: That's fine. I think the easiest thing to see with the fertilizer budget is that we are just allowing for a 10% increase in prices, which is \$12,000. That's all. Again, if there's no price increase or we don't need to have as much mole cricket treatment, then we have a savings there. The Board can give us and Government Management Services (GMS) direction on how they want that to look. The same thing with sod. You know as well as I do, that we have a lot of areas on the golf course that need sod. We may be spending the total amount budgeted this year, but the fact that we had some issues with weather and COVID-19, we are not doing a lot of things to save some money. For next year, I think \$16,000 worth of sod would be an appropriate number if the revenue is there for us to be able to accomplish that.

Mr. Oakley: For "Operating Supplies", we spent \$5,795, projected \$4,200 and budgeted \$15,000. That is an increase of over 200%. That's my methodology. It will always be my methodology. If other people feel differently, that's fine. I understand it's going to work out the same.

Mr. Melloh: Like I said, if you have a budget of “x” amount of dollars, we wouldn’t go on a spending spree. We are trying to save every nickel we can. “Operating Supplies” include tee markers, flag sticks, cup lines, etc. In some years, we don’t buy cup liners and some years we don’t buy flag sticks, so we try to make those things last as long as we can. The flags with the Viera East logo are expensive. I know that we didn’t purchase them last year, so we will probably be purchasing them this year. They could cost \$2,500. Anyway, those are pretty common items. I understand where you are coming from.

Mr. Bedwell: We have been budgeting the same amount each time for fertilizer and sod, because we don’t know what insects we are going to have or what the weather is going to be like, so we budgeted \$139,000. Right now, we don’t know what’s going to happen. Also, if we reduce some of these expenses, we have to reduce the revenues. Right?

Mr. Showe: Essentially what you would do is you offset it. There’s a line for Renewal & Replacement (R&M), so if you kept revenues the same and reduce expenses, it would increase the budget.

Mr. Bedwell: But can’t offset the revenue.

Mr. Showe: Correct.

Mr. Bedwell: Okay. Let’s move on to the next item.

Mr. Showe: I don’t know if Tim had any general comments on the Golf Course Budget.

Mr. Melloh: Yes. Hopefully you had an opportunity to look at this. I know in prior years, the Board has been very generous allowing the 3% cost of living increase for the employees. Of course, this is just one workshop. We are going to have another workshop.

Mr. Showe: Correct. At the next workshop, we will bring the budget back and you can have one more look at it.

Mr. Melloh: GMS included for a full-time employee, a 3% cost of living increase. It’s a tough year with the COVID and all of the weather that we had early in the year, so the Board can decide not to give any raises this year in order to save \$20,010. If you wanted to give a 2% increase, you could reduce this line item by \$6,700. If you wanted to give a 1% pay increase, you can reduce it down by \$13,340. So those are just numbers that we can talk about the next time we have a workshop on the Golf Course Budget. That’s something to consider. Again, we have great employees. We want to retain employees and meet the cost of living, but it has been a very hard year, due to COVID. The good news is that there are people out there playing, but when we

have to block off a certain portion of the tee sheet, it's causing us not to be able to generate all of revenue that we need to generate.

Mr. Oakley: Is that for just full-time employees?

Mr. Melloh: A full-time employee. There was no increase budgeted for part-time employees, but the 3% increase was included in the budget that you have. So, you could decide not to give raises.

Mr. Showe: If there was a reduced percentage that the Board wanted to do, when we bring it back to you, it would have all of that.

Mr. Oakley: Could you email those numbers to us?

Mr. Melloh: Yes, I can do that.

Mr. Bedwell: Does anyone else have any comments on the budget?

Ms. Thomsen: Yes. Jason, is 3% standard?

Mr. Showe: For all of our District's 3% is typically standard. It covers a cost of living increase. It awards hardworking employees. I think, especially in this type of business, those employees are more critical than maybe in some of our other Districts, because they are actively serving your residents and visitors.

Ms. Thomsen: Every day.

Mr. Showe: Correct.

Ms. Thomsen: Not only that, they go out in hot weather, that I can't even go out in. So, I have a particular concern about that.

Mr. Showe: Sure. I would say that 3% is standard for what we see for most of our District employees.

Mr. Melloh: I will email you the information because the other part of that is, I included even the CDD side, the General Fund side, but that is going to be all of your golf course savings right there. I will break it down as to 3%, 2% or 1%. This is the golf course part of it. This is the General Fund. We need the maintenance guys to go out. We should talk about this further for the next workshop to decide for sure which way we are going. We have plenty of time to get that all straightened out before the budget adoption in August. Does anyone have any other questions?

Ms. Walsh: Yes. On Page 13, for the "Fire Alarm System," is there something that we are changing?

Mr. Melloh: Yes. We increased the budget for “Fire Alarm System,” slightly because our current video surveillance recording equipment is shot. So, when I was talking to Jason and Hannah, I said that we need to increase that a little because we need to change that or replace that. We already received two bids. Jason suggested another company that will give us three bids. It just may be the best for us. Instead of paying a monthly fee and taking it out of operating expenses, we will just pay for that out of reserves. We will talk about that once we get the information. That’s for you to discuss. Plus, on the golf course maintenance side, that’s included in the General Fund. I thought I mentioned it, but there was no video. There never has been one. I think we need to have some video surveillance by the gas pumps, entrance gates and building exits, because we have a \$1.5 million worth of maintenance equipment.

Ms. Walsh: Absolutely.

Mr. Melloh: A fairway unit itself costs \$70,000.

Mr. Bedwell: We already had something stolen down there, didn’t we?

Ms. Walsh: I think it was a golf cart.

Mr. Melloh: A \$4,500 utility vehicle was stolen.

Ms. Walsh: Okay. That was my question.

Mr. Melloh: We have a security system that arms the building. That was included. The main clubhouse has a security system as well as the maintenance building, the cost of which was split between the CDD and the golf club.

Ms. Walsh: Thank you.

Mr. Bedwell: Are you going to leave the salaries the way they are for the next workshop?

Mr. Showe: I think we would seek feedback now or once Tim sends out the information, we can take whatever feedback from the Board.

Mr. Bedwell: All I would like to say is even though we are down on golf course revenues, that doesn’t mean the workers are working any less. They are working hard on the grass, the greens, regardless of the revenue, unless it gets really bad. Just because we are down in revenue, I don’t think we should penalize our staff. That’s my opinion. I would like to keep it where it is to try to keep turnover down. It takes a lot of training to train somebody to mow greens, doesn’t it?

Mr. Melloh: Absolutely. There are some skills involved.

Ms. Thomsen: We were fortunate that two employees sought better jobs elsewhere and ended up being disappointed and coming back here. I think there are some intangibles. I know if anything happens and we are short, we may have to cut back, but we shouldn't decrease salaries, at this point.

Mr. Melloh: Right. As we go forward with this, we developed standards to address how we want it to look and how we want it maintained. That means changing the cups. Then we have a standard on how people are treated in the golf shop. We have a starter and a player assistant on the golf course. We have proven that the investments we made back in 2016 with the greens, paid for the dividends. We are creating \$500,000 more worth of revenue. Now we have taken that revenue. When I started here, we had six guys. That's not enough to keep the standard of quality we want for a typical golf course. We have the proper Toro equipment and invested the revenue. As we go forward and are able to increase more revenue, keep in mind we had a price increase last year of \$5 to \$6. Unfortunately, we haven't been able to see the benefits of that because of COVID and a lot of the rain, but we had some really good months. This February was the best February we ever had in the history of the golf course, but then came March and March 10th and that's when everything shut down due to COVID. So, as we go through and things get tight, we must have discussion about what level of service and quality of the golf course we are going to find acceptable. People responded positively when we increased all of that; however, they will probably respond negatively if we were to bring that back down to a different level. It's hard to balance that out.

Mr. Melloh: There were times when you cut down your supplies for operating the golf course from \$13,000 to \$10,000. We obviously try to save everything we can between myself, Scott, the maintenance crew, pro shop operator and golf shop manager. We discussed that. We make sure that we are not spending anything that is frivolous, or we don't need. So, on a daily basis, we put an eye towards the budget and towards saving where we can. Bill, do you have any direction or feedback? I know that you wanted me to email it out.

Mr. Oakley: Just email it out.

Mr. Showe: Certainly, at the next workshop there is an opportunity to continue making changes and refine this budget until August.

Mr. Melloh: Jo, do you have any comments?

Ms. Walsh: No. I will take a look at the numbers, but I want to leave it at 3% because people work very hard for us. I know there are times when we haven't needed as many people, but these are full-time employees.

Mr. Melloh: Right.

Mr. Melloh: Does anyone have any other budget items or anything else that you would like for us to look at?

Mr. Bedwell: You and I had a conversation the other day. In 2017, we had 260 plus good days. This last year, we only had 217 good days, generating between \$80,000 and \$100,000. We don't know what the weather is going to be, but if it got back to 260, we would have a wonderful world.

Mr. Melloh: We track that, but there is nothing we can do about the weather, but at least it helps us to understand that we are on the right path and have the potential to do well.

Ms. Thomsen: We have the leeway to adjust the budget.

Mr. Melloh: Right, the capital improvements that we have planned, whether they are going to be funded or not. Again, when we redid the greens back in 2016, we were able to fund that out of the reserve and we had an increase in revenue. So, we have the staffing levels and any increases, as we move forward, we will be able to put towards the reserve.

Mr. Bedwell: Okay.

Mr. Melloh: Hopefully one day, there will be more significant numbers than right now.

FIFTH ORDER OF BUSINESS

Staff Reports

A. General Manager's Report

Mr. Melloh: We are performing our normal day-to-day operations. We talked to our Ecologist, Chris. He is referring companies that would be willing to do our control burn this year. I think the major thing they run across is that we just don't have that much that we need to burn, whereas they are used to burning 1,500 to 2,000 acres at a time and we are only talking about 40 or 50 acres. He is looking into that and if we are not able to find a company that will do it, then we are going to do the mechanical clearing of the intended area. Bill, what you sent to me, I asked the Ecologist about. That was 10 years ago and was a one and done thing with the forest service. They had the money 10 years ago and were willing to do that burn for us for free, but that has since all dried up.

Mr. Oakley: As a resource, maybe we can reach out to them to see if they have anybody doing smaller control burns.

Mr. Melloh: I think that it is who Chris reaches out to.

Mr. Oakley: It's just something that I came across.

Mr. Melloh: I appreciate that. It would be nice to be able to have that done again for free.

Mr. Oakley: I will send what I have to you.

Mr. Melloh: We get the report every year, with an assessment of the Scrub Jay habitat. We already received good reports on that. I think our last count was 23 families of Scrub Jays, which is significant. It's not just a family of Mom and Dad. Jo, you probably know a little more about that. There could be 200 or 300 birds in our Scrub Jay habitat. If we can't do the control burn, then we will mechanically clear the area.

Mr. Oakley: When would we be doing the mechanical clearing?

Mr. Melloh: In the fall.

Mr. Oakley: We are not going to do it July or August?

Mr. Melloh: No. They want to do a control burn later in the season because of the winds. Winds are more favorable later in the season. We will do the mechanical clearing as soon as the Ecologist says they can't find anybody to do the burn.

Mr. Oakley: I would like to see it done sooner rather than later because it's been many years since the last one.

Mr. Melloh: We mechanically cleared that area out within the last year.

Mr. Oakley: I think we did a control burn four or five years ago.

Mr. Melloh: I've been here five-and-a-half years and we haven't done a control burn. We attempted one in Herons Landing. They had to shut it down because the winds turned.

Mr. Oakley: If we can't find anybody to do the control burn, we will start the mechanical clearing as soon as we can.

Mr. Melloh: Right. Chris had some issues getting people out in the field. We will discuss this further. I think the mechanical clearing is not a problem, but there's no sense in doing it before we find out whether it's a go or no go on the burning.

Mr. Oakley: Thank you.

Mr. Melloh: Some of the ponds in the District experienced a fish kill as a result of depleted oxygen. They say this was caused by heavy cold rain in the summer months. We had a

lot of that at the beginning of the month. Of course, we received many phone calls on this. People are accusing the golf course, ECOR and all kinds of people, of dumping chemicals in the lake. If you do any kind of research, you can see that you have a winter fish kill and a summer fish kill because of the flipping of the oxygenated water from the top to the bottom. It's a temperature inversion. Unfortunately, it affects the bigger fish. You have plenty of fish in the pond, but some of the bigger fish have died. The only way you take care of it is to let Mother Nature take its course and have the vultures eat the dead fish, which they do. They clean up the lakes pretty good, but unfortunately you get some bad press out of it. It's just nature.

Ms. Thomsen: I noticed that vultures leave a lot of bones of the fish along the edges. When our guys go around to do the cutting, do they chop that up?

Mr. Melloh: Yes, some of that gets chopped up. Some of the bones decay. This isn't the first time we had a fish kill. Since I've been here, it's been the largest one we had on multiple ponds. We will get some on a particular lake, behind Woodhall, the 19th green, even the west side of Viera. I would imagine that Baytree has one in their ponds as well. We had some really heavy rains in the summertime that are cold. So, when you have hot water on the top and then all of a sudden, you get all of the cool rain on the bottom, oxygen gets depleted in the lake. Does anyone have any questions?

Mr. Bedwell: No. The smell is terrible.

Mr. Melloh: Yes, it is.

Ms. Thomsen: Just for about a week or so. My neighbors were concerned about vultures on their new roofs, but no one has gone onto their roof to check it out.

Mr. Bedwell: I haven't heard of that.

Ms. Thomsen: They are concerned about that.

Mr. Melloh: If there was anything that we could do about it, we certainly would.

Ms. Thomsen: They could take a hose and temporarily hose them.

Mr. Melloh: I haven't heard that. Thank you for letting me know. I guess that is a concern. We are still waiting for our legal team to give us approval to open Woodside Park, but as you know, COVID cases are spiking in the area.

Mr. Showe: Not only legal, but the insurance company too. We have some language that I will send to you today that you can put on a sign. With playgrounds, what they seem to be

recommending now is self-sanitization. They are going to post signs saying, “Use at Your Own Risk – Please Self Sanitize” and “Please Maintain Social Distancing.”

Mr. Oakley: I know that before of all this we had to shut the playground down. We had Ed and his crew down there once a day wiping down playground equipment prior to kids using it. Can we do that for two or three weeks after we open it?

Mr. Melloh: Yes, we can certainly do that, but like Jason said, the whole idea is to sanitize now. If someone else comes along, it’s not sanitized anymore.

Mr. Oakley: We went above and beyond.

Mr. Melloh: We will get that signage up.

Mr. Oakley: If we could do that, that would be great.

Ms. Thomsen: If you don’t have a strong following, maybe we should hold off. I’m just throwing that out there. Right now, we are going through a spike of COVID cases in Florida and I don’t want to add to that.

Mr. Melloh: That’s a good point. Depending on the direction the Board wants to go in, it may be better to keep it closed up because the State park is open. There are options with people in the CDD to go to a State park, so it may be better for us to do that because like Jason said, it’s not legal that wants this language, but the insurance company. So, it depends on the direction you were given.

Mr. Bedwell: Have you received any complaints?

Mr. Melloh: I haven’t fielded any complaints through my email or the hotline. On our website, we have an area to fill out if you have a question or comment. Certainly, you can always email or call me. We haven’t had any complaints. Has anybody else received any? We haven’t received any in the office.

Ms. Thomsen: If it takes a few weeks to get the spike down, I bet it would make a difference.

Mr. Showe: It’s up to the Board’s comfort level. The one thing insurance has said is they are not telling you, “*We recommend you open.*” What they are saying is, “*Should you choose to open, this is what we would like for you to do.*”

Mr. Oakley: Let’s just keep it closed.

Mr. Melloh: Do you want to revisit this matter at the next workshop?

Ms. Thomsen: Yes.

Mr. Melloh: Keep it closed before the workshop and see where we are?

Mr. Bedwell: If we don't get any complaints, keep it closed. Let's wait until the workshop.

Mr. Melloh: We will do that. We will discuss it at the workshop. Golf course wise, we had a big irrigation repair to make on the 6-inch mainline next to the putting green right on the curb, going around to #10. We had to shut the irrigation off. Of course, that happened on a Friday. We had to shut it down because water was leaking everywhere. We didn't get any rain, so your greens got a little brown, but they are fine. It did not damage or harm them in any way. Thank goodness they could get that up and running on Monday. It was a no harm, no foul type of thing. Unfortunately, as we go through this, there could be some kind of repair that shuts us down for many days and that can be harmful. We are always trying to make sure that we keep enough parts in stock to handle these things. Typically, we will keep the mainline parts. Luckily, we did have access.

Mr. Oakley: I recall that we had to replace a valve.

Mr. Melloh: I think it was a joint at a tee connection.

Mr. Oakley: How many manhours are necessary; 15 or 20 manhours?

Mr. Melloh: It's probably going to be more than that. I will do an analysis for you.

Mr. Oakley: I just want to know this ongoing problem that we are having with the sprinkler system, whether electric wires or a valve blew, or a pipe came apart. How much money are we spending on this?

Mr. Melloh: It's not how much money we are spending now, but the risk of this a having catastrophic failure. For example, this morning there was another leak, which I wasn't aware of, before the #10 fairway, on the left-hand side. A row of irrigation was originally installed, but through erosion through the years, that row of irrigation is 3 or 4 feet out into the pond and onto a lake bank. They don't use those heads, obviously, but they still carry water through the piping. One of those blue valves came today and I had to get in there. Scott, the Superintendent, was waist deep in water. We have our irrigation tech and our Superintendent out there. So, some of the expenses are hard to project, because Scott and Wes are salaried employees. It's hard to see a major leak because the lines are already in the water, but the way they find those out due to loss of pressure at the pump station. If there was a loss of pressure and the pump cycling off and on, we know that there is a leak somewhere. Anyway, they were able to figure that out. So, it is

concerning that these things are happening. Again, when you are talking about what we repaired on the putting green, there are hundreds of fittings. In other words, you can't replace one valve at a time on an irrigation system. It would be next to impossible to do it because it's 26 years old at this point. The new design uses a high-density polyethylene that has a 50-year life. So again, the things that we are doing to the new system will last the CDD much longer than the current system, only because of technology. The maintenance crew is in the process of aerating all of our fairways. They do a few of them a day. We can't do the entire golf course at one time because we don't want to affect play. For our private golf course service day, we had 182 registered private carts in the CDD, and we got information out to all the contacts we had. We make a little bit of money off of this. They are going to be here on the 14th and we will see how that goes. Currently we have a lot of people registered for it, but it is a few weeks out.

Mr. Oakley: Was this emailed to all CDD residents on your email list?

Mr. Melloh: It was emailed to all CDD residents that we have contact information for. We have our Rounds and Revenue Report. That was updated as of yesterday. We are averaging \$2,895 per day. I call your attention to the first 10 days of the month where we were closed every day. We made some revenue on two days, but for the most part, we were closed due to the weather. We made basically the same amount as last year. The budget is \$400 more than that. It would be nice to be able to get back on budget. We will continue to fight the effects of people not wanting to play due to the Corona Virus. I still haven't blocked off parts of the tee sheet where people can't play, so we don't run out of golf carts. Starting yesterday, we experienced heat indexes well over 100, which does keep people away. There's nothing we can do about the weather, but we have a lot of potential. I think we are doing a good job. The last seven or eight days, we should be able to get close to budget.

Mr. Oakley: I think despite the COVID, we are doing a good job. We are ahead of last year by \$3. I think that's pretty good. I don't know whether we are going to meet the budget, but I think we are fortunate to be doing as well as we are under the circumstances.

Mr. Melloh: I appreciate your comments on that. It's not that we don't expect to have bad weather in June. You just don't expect to be closed down completely. In the summertime, between 4:30 p.m. to 5:00 p.m., it clouds up. We receive a half inch of rain and then 45 minutes it clears out. People are willing to wait around for the rain to stop, but we have the Thor Guard System, which is the lightning system that's fully automated. When it goes off, we don't send

anybody out onto the golf course until it's all clear, but sometimes it takes a long time to clear because it's still detecting. If there's greater than a 30% chance of a lightning strike within 5 miles of the club, it sends out a signal. It has to reset itself, because it continuously monitors the atmosphere. Some people complain because it's clear out there, but we can't send anybody out. It's a great system. We had it at Florida State University. Some golf courses send out a golf shop worker that sounds off an air horn when it is clear and allow them to go. We don't want that because most people get struck by lightning after a storm passes.

Ms. Thomsen: Are we the only ones that have that system?

Mr. Melloh: I'm not sure.

Ms. Walsh: Suntree has one.

Mr. Melloh: I don't know. I know baseball fields have it.

Mr. Showe: We have some other Districts with pools that have that same system. That's pretty much the industry standard.

Mr. Bedwell: Does it cause a siren to go off?

Mr. Melloh: Yes.

Mr. Bedwell: IRCC has a siren.

Ms. Thomsen: It's not just serving the golf course because anyone can hear it.

Mr. Melloh: Absolutely.

Ms. Thomsen: I'm happy that we have it.

Mr. Melloh: Thanks. It's a great system. We have it serviced every year. People will come in and look at everything we do. We have a dedicated person from the maintenance crew that goes onto the roof, the first of every month, to clean the sensor to make sure it's working properly.

Ms. Walsh: How we came upon getting that system was our insurance company said, "We are going to charge you an extra \$1 million, if you do not install this system." They found out we didn't have it. When I was first on the Board that was something we purchased.

Mr. Melloh: On a going forward basis, it's time to discuss this with Inez, our Administrative Assistant. She is contacting, not only Egis, but Paychecks our processor for the payroll. They will come through and do an OSHA check to make sure that we are on top of things. Egis will do the same thing. I want Egis to take a close look at the playground equipment at Woodside Park and the maintenance facility. There are a lot of things there that they are able

to get us feedback on because they are trained in that area. Our staff did a good job of all the things they need to do, but there is some sophisticated stuff and it's good to have another set of eyes on it. We provide all of our employees with Professional Protective Equipment (PPE), such as earplugs and safety glasses. We want both companies to give us a report as to how we are doing, which I will certainly share with all of you, plus any recommended changes.

B. District Manager's Report

Mr. Showe: I just have a couple of housekeeping items. In line with what Tim was talking about, we are starting our process of looking at our annual insurance. We will work with Tim to make sure that they have all of the items and a full review of the property to make sure that we are fully covered.

i. Approval of Insurance Commitments and Authorization to Execute Insurance Agreements - ADDED

Mr. Showe: Additionally, based on a CDD consultant request, we received an insurance commitment from Assured Guaranteed Municipal Corp. We request the Board's approval to execute those recommended agreements.

On MOTION by Ms. Walsh seconded by Ms. Thomsen with all in favor approval of insurance commitments with Assured Guaranteed Municipal Corp. and authorization to execute the same was approved.

Mr. Oakley: Will you get back to us on the insurance items you are going to research to see if there is any way to save money?

Mr. Showe: Absolutely.

Mr. Oakley: Thank you.

Mr. Showe: I have a couple of other items. Based on the progress of some items in the District, we are anticipating a special meeting on July 14th. So, if Supervisors could look at their calendars, let us know when you are available. We know that the church is available on Tuesday, July 14, 2020 at 2:00 p.m. for a special CDD meeting. It is not available on Wednesday. In terms of the bulkheads, a Request for Proposals (RFP) document went out today and was advertised. We have a couple of vendors that we are going to reach out to, to make sure that they see it.

There is a required pre-bid meeting next week here, for anybody who would like to pick up that document. They have plenty of time to bid on the project based on their review and the scope.

Mr. Bedwell: Where is the pre-bid meeting?

Mr. Showe: At the golf course on June 30th at 2:00 p.m.

Mr. Bedwell: We will give everybody a golf cart to take them out to #14. So, if they have any questions, concerns, thoughts or ideas, then they will be able to express them there with anybody else that happens to want to bid on a project.

Mr. Showe: We thought it would be a simple process to replace a golf cart. Unfortunately, they are requiring some documents from our Counsel, so we are working on that with Tim right now.

Mr. Mellow: That's the beverage cart. The 40-year lease we have on it needs to be renewed. They want a resolution.

Mr. Bedwell: Is that it?

Mr. Showe: Yes.

Mr. Oakley: What time is the pre-bid conference on the 30th?

Mr. Melloh: 2:00 p.m.

Mr. Showe: The Engineer and all of the vendors will be here. Just for the Board's information, this is a sealed bid process. Be careful if you end up talking to any of the vendors. We recommend that you direct them to the Engineer. He is running the process and is aware of all of the Florida Statutes. Because this is a formal bid, we have to be careful that we are communicating the exact same thing to every vendor. They have to be given the same information. That is why we will have the pre-bid conference here, so they can all hear the same thing from the Engineer.

Mr. Oakley: How many people are you contacting?

Mr. Showe: I have three; Superior Golf who gave us the first bid, Integrity Marine and Landeer. We are going to make sure those three get it and hopefully some other folks will see the bid.

Mr. Oakley: Does anyone in the audience know anyone who does bulkhead repair or replacement?

Mr. Showe: Please let me know. The documents give them all of the detail they need. The pre-bid meeting is for them to come out and see the onsite conditions and ask questions.

Mr. Oakley: Where did we place the advertisement?

Mr. Showe: I believe it was published in Florida Today. Those bids are due on August 11th. We tried to give them as much time as possible so they could prepare good bids for you. That's all we have.

C. Attorney

This item was discussed.

SIXTH ORDER OF BUSINESS

Treasurer's Report – Consideration of Financial Statements

A. Approval of Check Register

On MOTION by Ms. Walsh seconded by Mr. Oakley with all in favor Checks #3917 through #3937 from the General Fund in the amount of \$296,395.60 were approved.

On MOTION by Ms. Walsh seconded by Ms. Thomsen with all in favor Check #74 from the Capital Reserve Fund in the amount of \$47,500 was approved.

On MOTION by Ms. Walsh seconded by Mr. Oakley with all in favor Checks #27766 through #27669 from the Golf Course Fund in the amount of \$62,413.28 were approved.

B. Balance Sheet and Income Statement

Mr. Showe: No action was required by the Board. We are 100% collected on our assessments.

Mr. Bedwell: Just a quick note to answer Bill's question, year-to-date under "*Irrigation*," we spent \$10,000. Does that include labor?

Mr. Melloh: No, just the parts.

Mr. Bedwell: We have a budget of \$20,000.

Mr. Melloh: Like I said, the repairs and parts are relatively inexpensive. It's the availability of it and the impact. Where we would run into the biggest expense on irrigation repairs is when we have to replace any of the heads, which are roughly \$250 each.

Mr. Bedwell: I just wanted to make sure we spent \$10,000 on parts.

Mr. Melloh: Yes.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Bedwell: Jo?

Ms. Walsh: I'm good.

Mr. Bedwell: Bill?

Mr. Oakley: Yes. I have a couple of items. When we get to the point of discussing changes, there are a couple of items that I would like us to look up. I brought it up in prior years and I'll bring it up again. I would like to discuss comp rounds for the employees. I gave a full presentation on that last year. Tony gave me some information that was helpful. I would like to discuss the Associate Membership again and a couple of recommended changes that I would like to see happen, which would give us an increase in revenue. I would like to have it on record to thank Ed and his crew for fixing the bench at Woodside Park. They did a nice job on that and the sidewalk repairs that I requested in Herons Landing and the nature trail that runs north of Herons Landing. If we keep doing that, it will help us with our insurance. I know there are some sidewalks in other areas that are not being maintained by other associations, who shall remain nameless.

Ms. Walsh: That's done by the HOA.

Mr. Oakley: It is through the HOA. One last item. Last year, I put together a course video. I had my own thoughts and Tim was kind enough to give me a copy of the club video. I know Jo has taken a look at it. I talked to Chris about putting it on the website, which he did. One month we had 70 hits with 2.6 hours of viewing time. It didn't cost us anything.

Mr. Melloh: Bill, I would like to state for the record that when we had that video shot, it was playing on the website; however, because we were required to redo the website for ADA compliance, it was removed. At the time, there was some sort of issue because it wasn't captioned.

Mr. Showe: It is not some kind of an issue. It is an issue that every municipality in the State of Florida is now dealing with because several lawsuits were made, including a local District around here that had to pay a settlement cost because their website was not ADA compliant. So, there are certain ADA requirements. Your website is now compliant. The

challenge is that there is no place you can go that says you have to do this. There are just some general guidelines and rules. Essentially, any document, anything you put on your website, has to be accessible, even by folks with visual impairments. So, if you post a video, it has to have some way of telling someone what they would see if they were to watch the video. It becomes cost prohibitive sometimes.

Mr. Melloh: I will talk to Chris. I wasn't aware you asked him to do that. I think the recommendation was for us to not actually post a video, but maybe a link to the video.

Mr. Oakley: Aerial video is still on the website. It has been on there and was never taken off to my knowledge. I asked our previous golf assistant about it because I thought it would be good publicity. I don't care if they put a link to it. That's easy enough to do because it's a standard YouTube video. I just wanted to share with you that it received 70 hits. David?

Mr. Bedwell: The two things that Bill brought up, the comp rounds and Associate Membership, do those apply to the rules?

Mr. Melloh: The Associate Membership situation would come up when we talk about rates and fees.

Mr. Bedwell: Don't we adopt rules, rates and fees at one meeting?

Mr. Showe: Yes.

Mr. Melloh: As far as the employee comp rounds, that's a benefit to the employees. I don't think that would follow the rules.

Mr. Showe: No. That's more of an employee policy that wouldn't be in the Golf Course Rules.

Mr. Oakley: Whenever you're ready to bring it up, let me know.

Mr. Melloh: I know in the past year, we talked it.

Mr. Showe: Tim should have sufficient authority under your rules to make changes without a full rulemaking process.

Mr. Bedwell: Melinda, do you have anything?

Ms. Thomsen: No.

Mr. Bedwell: I don't either.

Mr. Showe: Do you have any updates, Paul?

Mr. McCarthy: It was a good meeting. I enjoyed it. Thank you. I have nothing to say.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Walsh seconded by Ms. Thomsen with all in favor the meeting was adjourned.



Secretary/Assistant Secretary

Chairman/Vice Chairman