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 **Thursday, December 21, 2023** at 7:00 p.m. at Faith Lutheran Church, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale	Chairman
Jennifer DeVries	Vice Chairman
Steve Colasinski	Treasurer
Ron Rysztogi	Assistant Secretary
Bill Macheras	Assistant Secretary

Also present were:

Jason Showe	District Manager
Jeremy LeBrun	GMS
Jim Moller	Golf Maintenance Superintendent
Michelle Webb	Lifestyle/Marketing Director
Mary Ann Ferrara	Resident

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Showe called the meeting to order at 7:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS **Public Comment Period**

Mr. Showe: We have no members of the public present to provide any comments.

FOURTH ORDER OF BUSINESS **Approval of Minutes of the October 26th and November 16, 2023 Board of Supervisors Meetings**

Mr. Showe: We have the approval of the minutes of October 26th and November 16th meetings. We received a few clarifying comments from Jennifer and will make those changes in the final version. We can take any other changes or corrections at this time or a motion to approve as amended.

Mr. Dale: Is there anything substantive?

Ms. DeVries: No.

Mr. Showe: Just spelling or clarifications.

Mr. Rysztogi MOVED to approve the Minutes of the October 26, 2023 and November 16, 2023 Board of Supervisors Meetings as amended and Mr. Macheras seconded the motion.

Mr. Dale: Is there any discussion? Hearing none,

On VOICE VOTE with all in favor the Minutes of the October 26, 2023 and November 16, 2023 Board of Supervisors Meetings as amended were approved.

FIFTH ORDER OF BUSINESS **New Business**

A. Discussion of Wireless Tower – Vertex Development

Mr. Showe: I received an email about some information about a request for a cell phone tower to be placed over by the golf maintenance building. The information was included in your agenda. We really just wanted the Board to have some discussion to see if this was something that you are even interested in and if you are, what terms would you be comfortable with? What they proposed at this point, is $1,200 a month with a 2% annual escalation. I did reach out to them, based on some questions from Board Members. If they do add additional carriers, they would be able to add $250 per month. Right now, it is just planned for AT&T and the cell tower is going to look like a tree, which you can see in the picture. So, we just wanted to start the discussion. It's not something that I recommend the Board take any action on today, unless you're okay with it.

Mr. Colasinski: Well, some of the things like access, for instance, it wasn't clear to me, how there would be access to the maintenance garage, as there would be service vehicles coming in and out. So, you would want that paved as well. Alright, then do we need a culvert there also to carry the weight over the ditch that's on Murrell Road. There's more to it than that. Also, those installations typically are fenced as well. I would like to understand a little bit more about how they intend to access it and whether that something that is achievable or not.

Mr. Moller: We would make some logistical movements around it. The CDD storage shed would have to be relocated. The size of the fenced in area that they had on their initial plans, would actually interfere with one of our storage bins.

Mr. Colasinski: Right.

Mr. Moller: There are areas where we can move them. So, for a couple of thousand dollars of costs to make a new bin…

Mr. Colasinski: There may be an opportunity to replace some equipment that may be aging in that move.

Mr. Moller: 100%.

Mr. Colasinski: But I would want that as part of the cost to them, because if we're going to have to make some movements, let's have them pay for that. I also think the cost per month is way too low.

Ms. DeVries: I do too. It's not worth it.

Mr. Colasinski: It's not enough for what we're giving up. What were you thinking for a general figure? $5,000 per month? I probably need to do a bit more research on that, to find out the market share for something like that.

Ms. DeVries: The HOA that I'm part of in Illinois, we worked with T-Mobile®, to put a cell tower on top of our building. It's a tall condo building.

Mr. Colasinski: Right.

Ms. DeVries: I don't know how much we get for that per month, but I can find out.

Mr. Colasinski: The other thing is, I'm not opposed to it because what's happening now, is there are more and more internet connectivity through cell phones. T-Mobile® actually has 5G internet to your home. You just put an antenna outside your window and you can connect to that.

Ms. DeVries: Yeah.

Mr. Colasinski: It would give people in the area an opportunity to potentially have lower cost internet service at their home.

Ms. DeVries: But that was one of my questions. I looked at this and it didn't mention 5G at all. It didn't mention what it was going to be used for.

Mr. Showe: They are the company that builds the tower and then they facilitate it.

Mr. Colasinski: That's a good point, because what is the value to the community of that tower? What services will that tower provide for the community? We're going to put lipstick on something and call it a tree, but what is the value? I want to understand, specifically, what the value is. What services do they intend to provide?

Mr. Rysztogi: I would like to know how many service providers the structure can handle.

Mr. Colasinski: That's another good question.

Mr. Rysztogi: The structure is how much money they make.

Ms. DeVries: Yes.

Mr. Rysztogi: The more service providers that tower will handle, the more money they make.

Ms. DeVries: It says expanded use of data streaming, text messaging and the use of many other types of applications.

Mr. Showe: Yeah.

Ms. DeVries: It would allow the community in which it's located, to utilize these expanded services while generating monthly income for the property owner.

Mr. Colasinski: Well, that's the thing. We have to define expanded services. What are they?

Ms. DeVries: I don't know if they're making anything off of this and paying us…

Mr. Colasinski: Well, I think we need to do a little bit more research in the market to see what the traditional compensation for that is and then understand based on services, what would be fair to us.

Mr. Dale: So, Jason, additional questions. Are we stuck with the traditional tree shape? In other words, would we be able to form the covering in the shape of a golf ball and turn that into a tee?

Mr. Showe: I doubt that. Typically, they come in tree and tree shape.

Mr. Dale: If we are able to do a golf ball, would we be able to digitize that, because we've been looking for digital signs too?

Mr. Showe: You know what, we'll ask.

Mr. Rysztogi: They actually have a flagpole design.

Mr. Showe: Yeah.

Mr. Dale: Actually, I'm assuming you guys had your input. I don't want to cut anybody off.

Mr. Colasinski: No, I'm just saying as part of the discussion, it is just a line-of-sight type signal penetration. If you put obstacles up there, that decreases your line-of-sight.

Mr. Dale: Actually, I'm being facetious. The reason I'm being facetious is...

Mr. Colasinski: No. I'm actually surprised.

Mr. Dale: Yes, your first comment is, it is woefully inadequate at $1,200.

Mr. Colasinski: Yeah.

Mr. Dale: And for me to want to be behind something like that, it's right there in the center of East Viera. We have such a beautiful view. Part of our appeal is the serenity of the area. That coupled with the fact that this thing is going to be sticking out well above the tree line, I would have to have some incredible numbers for me to want to be supportive of it.

Mr. Colasinski: The value needs to be expressed in more discrete terms to the community.

Mr. Dale: Yes. Now, the one big positive that I do see out of it, which is the only reason why I didn't just brush it aside, is we are kind of in a dead zone and Viera East gets lousy cell reception.

Mr. Colasinski: But that goes along with what Ron said also, because those providers that have low signal if we're getting a provider as Ron indicated…

Mr. Dale: We can have multiple providers.

Mr. Colasinski: Right. Because then we could help to alleviate some of those conditions in the area.

Mr. Dale: Right. But even with that, I'd be hard pressed to want to. You're talking a big needle sticking up right in the middle.

Mr. Showe: That is the first question for the Board. Is this even something you want to continue researching?

Mr. Colasinski: I think so. My personal opinion is that I think we should pursue it, but at least understand the value of it and then make decisions. Is the monthly payment appropriate and the value to the community with regards to service? If people want to move to a 5G internet for their home, then you're going to need something that has a decent signal to be able to do that. I've seen a number of community chats around here in Viera, about people asking if T-Mobile® offers 5G.

Mr. Dale: Who is your carrier?

Mr. Rysztogi: Spectrum.

Mr. Dale: For your cell phone?

Mr. Colasinski: It might be Spectrum.

Mr. Moller: It's Verizon.

Ms. DeVries: Verizon. I have no problems with getting a signal at all.

Mr. Dale: Interesting, because I have Verizon and it's horrible in Osprey. It gets worse towards the park.

Ms. DeVries: I had to switch to Verizon.

Mr. Macheras: So, I did do some research and I think like everyone else; I thought it was kind of low. It's kind of like reading the newspaper. You can go to different sites and find different numbers.

Mr. Colasinski: Yeah.

Mr. Macheras: Most of the sites that I found, said the average was $1,050 a month. They said Verizon averages $1,250 a month. So, when I looked at it, I thought it was low and I found some other sites that said $1,700. For the majority of the sites that I looked at, that number, whether we like it or not, is fairly well in range. I do like the idea that they add for extra carriers. Then to Jim's point, in some of the sites that I looked at, it's okay to ask for upfront money, if we decide to do it, because of stuff that we may have to change.

Mr. Colasinski: Right.

Mr. Macheras: We're sitting there with no income coming in. So, I think all of those things are negotiable. I guess what we would have to do, if we want to move forward, we will have to probably come up with a number that I would say is reasonable within what the market would bare. If we don't think it's reasonable, then don't do it.

Mr. Colasinski: Yeah.

Mr. Macheras: I looked up the company and they're pretty well organized, but upfront money is okay to ask for, for all that stuff. So, I kind of like the idea.

Mr. Dale: Let me ask every Board Member this bluntly. If you were talking less than $3,000 a month, which is $36,000 a year, would you at all be inclined to even entertain the idea? For me personally, I wouldn't even want to entertain the idea for less than that and it would probably take even more. Even with that, the aesthetics of everything is what would bother me. So, I'm just trying to give Jason some initial direction. In other words, if they come back and say, *"Well, we could go to $1,500 or something like that,"* it wouldn't even be in my ballpark.

Mr. Rysztogi: What's the height?

Mr. Dale: I don't know.

Mr. Rysztogi: Because when you pay for installation on a tower, it depends on how high. The higher up, the more it costs.

Mr. Showe: I don't think she indicated the size.

Mr. Rysztogi: I don't see it. That would be a major factor to me, the height.

Mr. Macheras: I think you bring up a good point. Even if we say $3,000 and let's say the average is $1,500 and its way out there, they might still come back and say, *"Well, the area is a pretty nice area to be in."* That doesn't mean they could say no.

Mr. Dale: Right. Well, and I got to thinking about it. This is probably the only location in all of the Viera East.

Mr. Rysztogi: Right.

Mr. Dale: That would be feasible for them because they're going to need access to electric.

Mr. Showe: You actually have an answer to your question. It's 120 feet tall.

Mr. Rysztogi: That's high.

Mr. Dale: You can see that from your front door.

Ms. DeVries: Yeah.

Mr. Showe: Its 12 stories tall.

Mr. Rysztogi: Wow.

Mr. Moller: The only question, I would ask is, are there any negative issues?

Ms. DeVries: I have to look out my front by the street and go, *"Hmm."*

Mr. Macheras: Go, so, Rob.

Mr. Rysztogi: Are there any other locations?

Mr. Dale: I don't know. We've got the flagpole.

Mr. Colasinski: Hold on. We have multiple conversations going on here.

Mr. Macheras: I was trying to see if there was another cell phone location and he reminded me that there is one right next to the School Board with that big American flag, because I was trying to see where there was another cell phone facility in the area.

Mr. Colasinski: There's also one off of Viera Road east of Murrell, closer over towards Capron Ridge, in that area.

Mr. Macheras: Does it look like a tree?

Mr. Colasinski: No. There is a tower there.

Mr. Macheras: Okay.

Mr. Dale: Are you talking about by the satellite company?

Mr. Colasinski: No.

Mr. Dale: I'm having trouble placing what you're talking about but sounds like there's at least two in the area.

Mr. Colasinski: Alright.

Ms. DeVries: I think the whole fence thing with the pole in the middle, looks pretty ugly too.

Mr. Dale: Yeah. Well, the difference with that though, is we already have a maintenance shed there.

Ms. DeVries: Yeah.

Mr. Dale: And it's already all completely covered and we have heavy equipment and nobody sees it.

Ms. DeVries: Okay.

Mr. Dale: That's the only reason why I think it would potentially, from that perspective, work. Anything else that is commercial in the area is already purchased. There are already multimillion dollar properties for an acre. That's why $1,200 is not sufficient.

Ms. DeVries: Right.

Mr. Dale: You couldn't get a one-bedroom apartment for that.

Ms. DeVries: Right. Yeah, I kind of agree with Steve though. It's a matter of whether it serves the community. And if it does serve the community, then we would want more for it. We would want to see what we could do to make it more aesthetically pleasing.

Mr. Showe: I think they're limited in how to make it aesthetically pleasing. I think it doesn't look like a tree and it looks more like a tower.

Mr. Dale: Tree or golf ball.

Mr. Moller: I would say that the best location is right next to the American flag.

Ms. DeVries: I think a golf ball would be appropriate there.

Mr. Moller: There is one in the neighborhood like that.

Mr. Dale: I joked with Jason earlier in the day about that.

Ms. DeVries: You said that some of them are flag poles. It could be just a big flag, maybe.

Mr. Dale: Right. Jason, you should kind of have a rough idea.

Mr. Showe: I have a bunch of questions. Is there a minimum amount you guys would accept?

Mr. Dale: Well, I don't want to throw out an amount. Is this for you?

Mr. Colasinski: No, to correspond.

Mr. Dale: I don't even want to tell them a minimum amount.

Mr. Showe: I don't either, but if I can throw out an amount...

Mr. Colasinski: I think Jen had a number of $3,000. If it's below that, we'll say no.

Mr. Dale: I just threw that out arbitrarily.

Mr. Showe: I think we need to throw out an amount. If we need more to make it work, then I think we have to throw them a number.

Mr. Colasinski: I'd say no less than $3,000. I'd like to go more for $5,000.

Mr. Showe: I can approach them.

Mr. Colasinski: I would also like for them to provide us with a Value Statement.

Mr. Dale: I would throw $5,000 out and see.

Mr. Showe: Okay.

Ms. DeVries: You can make the point that you can't even get an apartment for that much.

Mr. Colasinski: I would love to see a Value Statement from them as to what it does for us.

Mr. Dale: $5,000 buys us a nice piece of heavy equipment on an annual basis. It's hard to poo poo, something like that.

SIXTH ORDER OF BUSINESS Old Business

A. Action Items List

Mr. Dale: Old Business.

Mr. Showe: We just have the action items, which are mostly items that the engineer is following up on. Obviously, he's still doing his stormwater review. We have gone ahead and approved a survey for the parking lot to get that process started with the county, so we can get our permits and all of that. He's working on that.

Mr. Dale: How long has that been in the parking area?

Mr. Showe: I think we approved the survey about two weeks ago. So, I'm trying to follow up and see where he's at. We have to do the survey before the county can take everything.

Mr. Dale: Alright. As we've talked on the phone, we really have to get that ball rolling, because that's a perpetual issue with the community. They need to physically see that we're not putting in a two-story parking lot. The rumor mill, it doesn't matter what you say, is still out there.

Mr. Colasinski: You can't control any rumors.

Mr. Showe: As far as with the Golf Course Association, their attorney is reviewing our draft Easement Agreement now. So, we expect to get some comments back on that, to make sure our irrigation line is covered.

Mr. Dale: The 4- or 5-foot swap that we're talking about. Okay.

Mr. Showe: That's all we have on action items.

SEVENTH ORDER OF BUSINESS Staff Reports

A. General Manager's Report

Mr. Moller: I'll start with the CDD and Ed. In the agenda, was the Grand Isle lake bank that we had Rob out there to investigate. He's under the impression that it's basically *"Do it now at this cost or postpone it for a couple of years and pay more."* But there is quite a bit of deterioration in that lake bank, where it seems like it's under eroding. Rob thinks that when they first built the lakes, it had such a severe rise as you got off the initial bank. It is all starting to equalize and it's actually pulling from underneath the turf. I don't know if we need approval for that to move forward.

Mr. Showe: It's on the agenda. That is one of the next items in your agenda. I think I put it under my report.

- **Consideration of Additional Shoreline Restoration** *(Item 7Bii)*

Mr. Dale: Was that at a workshop? I can't recall if we approved that at the last meeting.

Mr. Colasinski: No. You can't approve something because you don't even have a cost on it yet.

Mr. Dale: I thought we had a cost to that.

Mr. Colasinski: No. There is a cost for Lake 37 at the Viera East Golf Club.

Mr. Showe: That's the one.

Mr. Colasinski: That's what we have a number for.

Mr. Dale: Right.

Mr. Colasinski: And an estimate. This one we don't even have an estimate for yet. We need to get an estimate. I think that's the next thing, as a Board that we need to initiate.

Mr. Dale: I misread in the packet. I thought I saw $80,000 in there.

Mr. Colasinski: It was $83,000, but that's for a different area of the community.

Mr. Dale: Okay.

Mr. Colasinski: If we were to look at the overall budget that we have for lake bank restoration, I would prioritize Grand Isle first over by the golf course, because homes mean more than the golf course in our community. That's just my personal view, but if anybody thinks differently, let me know. Say it now. That's our most important asset in this community. I think we had $167,000 set aside for the calendar year for lakeshore restoration.

Mr. Showe: Yes. That was based off an already approved proposal. So, anything else would be in addition.

Mr. Colasinski: Right and that's the thing. One proposal we have right now is $83,000. Are there any other outstanding proposals for lake bank restoration? I can't think of any right now. That leaves us roughly $84,000 left. So, we need to get an estimate on the Grand Isle one before we could even consider approving the one for the Viera East Golf Club area. Because I think the one at Grand Isle, based on the description of Rob Robinson, is probably our top priority. Because the longer we wait, the more it's going to cost us. Then we should prioritize fixing people's homes.

Mr. Moller: I don't think we have any on the golf course, though.

Mr. Colasinski: Where is Lake 37?

Mr. Showe: That's Grand Isle. The one in the agenda is the same one he's talking about.

Mr. Colasinski: Alright, now you're making me go back and look.

Mr. Showe: It's on Page 128.

Mr. Colasinski: Alright. He's talking about the rear yard at 1705 Grand Isles, which is on Lake 37. Okay, now the proposal that we have for American Shoreline Restoration, is that for Lake 37?

Mr. Moller: Yes.

Mr. Colasinski: Alright. So, there is nothing else. What's confusing, is we're talking about Grand Isle, but when we get into the description from American Shoreline Restoration, the proposal says, *"Eroded shoreline on Lake 37 at Viera East Golf Club."*

Mr. Showe: Yeah. Mr. Bill Anderson is just a lake guy.

Mr. Moller: He's using the same cookie cutter agreement.

Mr. Showe: He's not.

Mr. Colasinski: Well, these are the things that we have to be careful about, because we get audits and we have to make sure we're spending money in the right places. These things have to be more precise. We can't just throw these things out like this willy nilly. I mean, this is a totally wrong location, but this thing needs to get fixed up. I'm in favor of actually moving forward with this, but I think we need to get this agreement fixed up.

Mr. Moller: So, he just needs to change the verbiage from Viera East Golf Club.

Mr. Colasinski: Make it for what it is. We have the same thing with the proposal for the bunkers. It's horrible. We spent all of this money and you can't even get the verbiage right. We'll talk about the bunkers in a while. Can I make a motion, based on correction of the verbiage, because I don't want to delay this too much longer?

Mr. Showe: Sure. I think to help, what we can do is, if we just take out where it says, *"Viera East Golf Club."*

Mr. Colasinski: Right.

Mr. Showe: And replace it with, *"The eroded shoreline at Lake 37."*

Mr. Colasinski: Yes.

Mr. Showe: We will attach the map and the memo to it, so it specifies.

Mr. Colasinski: Right. With the money that we have available for lake bank restoration, I would like to pursue getting this agreement signed, so that we can proceed.

Mr. Dale: Yeah. I think all they did was a cut and paste job, but the one that I had read was the first one. So, for Lake 37, we're talking $83,600. I fully support that. I think that should be our number one priority right now.

On MOTION by Mr. Colasinski seconded by Mr. Macheras with all in favor the proposal with American Shoreline Restoration for shoreline erosion repair on Lake 37 in the amount of $83,600, based on correction of the verbiage was approved.

Mr. Moller: Sorry for jumping ahead on that one.

Mr. Colasinski: No, it's important. We'll keep going.

Mr. Showe: That should have been under the General Manager's Report.

Mr. Moller: Other than that, right now, they're currently treating exotics in conservation scrub areas. The fire line schedule is slated to start in January or February. The culvert repair on Bayhill, is scheduled to start in the middle of January.

Mr. Colasinski: Great.

Mr. Moller: We have the trail cameras for the scrub areas. Ed's 4x4 is down right now. He had to replace the starter. As soon as he gets that up and running, we'll put those trail cams out.

Mr. Dale: Can we go back to the shoreline thing for just for a second? I'm good with the vote, but what my concern is, American Shoreline Restoration. Are these the people that go around and physically inspect our lakes with Ed?

Mr. Colasinski: No. ECOR actually goes around with Ed, inspecting our lakes.

Mr. Dale: Right.

Mr. Colasinski: That is a different purpose.

Mr. Dale: Where I'm going with this, just the fact that it was focused solely on the golf course, it set off a red flag for me. I want to make sure that they are doing their due diligence on the other portions of the community the same way. The fact that it was just a cut and paste job here, you know...

Mr. Moller: I think originally, if Phil's proposals and quotes were set up as the Viera East Community Development District as opposed to the Viera East Golf Club, I think it's just a matter of changing the verbiage. Years ago, when we started working with them, I think that's how he just wrote all of them up.

Mr. Colasinski: I'm good. The Viera East Golf Club was the wrong organization.

Mr. Dale: It just gave me a bad vibe when I saw it.

Mr. Moller: Other than that, regarding golf course maintenance, it is pretty much business as usual. We are getting a lot of good compliments on the golf course. I'll talk about the bunker quote later. The financials as of the 20th, which was yesterday, golf revenue is sitting at $88,000. Last year we made $150,000. We had a stretch of bad weather these last couple of weeks with rain and high winds. Food and beverage as of yesterday, was sitting at $38,000. Last year, they were at $50,000. I'm figuring the weather this past weekend and whatnot, probably cost us about $20,000 in golf, considering how well we've been doing during weekends lately and probably about $3,000 in food and beverages.

Mr. Dale: That was our shortfall last month.

Mr. Moller: Yeah. We renewed the employee benefits. Basically, we stayed with United, but switched to a different plan. If we stayed with the current plan, we would have had a 32% increase in costs. The new plan is actually a little bit better because with the old plan, the low plan was an HMO and the high plan was a Choice plan. Now both low and high are Choice plans and we're seeing about a 9% increase in costs as opposed to 30%.

Mr. Dale: Well, I saw that in just the restaurant numbers. During that two month stretch, we had about a $1,600 health care cost that we didn't have last year. So that's part of the added expense with the restaurant that I saw. I assume that's going on across the District.

Mr. Moller: Yeah. Other than that, with the clubhouse facilities, all of the A/C work has been completed. The stove has been installed. There was another little downtime with food and beverages, with getting all that done. Pete has been playing daredevil and has been working on all of the light poles. We pretty much have them all primed. I think there are three left that need a paint job. There are three LED light fixtures that need to be replaced that we ordered from Bulb and Ballast.

Mr. Colasinski: I saw that.

Mr. Moller: We'll probably return the lift tomorrow and then we'll get it again after the holidays. I don't think he's going to have enough time to do the lights tomorrow.

Mr. Colasinski: No.

Mr. Moller: Let's see. Other than that, some new signs were printed for when we have rainouts. Our old sign basically said, *"Golf Course closed, No Trespassing."* So now we have new signs with both the Hook & Eagle and Viera logo, basically saying the golf course is closed, but the restaurant is open.

Mr. Dale: What about the Hook & Eagle banner that we used to have on Murrell Road?

Mr. Moller: I need to get another one of those ordered.

Mr. Dale: Yeah, if we could do that. When you're doing that, also, if there's a way that underneath, if there could be smaller side banners that we could do.

Mr. Colasinski: They have to be visible, though, from a distance.

Mr. Dale: Right. So, it has to be big note, like *"Brunch x hour to x hour"* or something like that. Some kind of side banner that we can add.

Mr. Moller: With the lifespan of these banners, we would probably just get a new banner printed up with something about brunch on there, because it's only going to last a couple of months before the wind shreds it.

Mr. Dale: Yeah. That's a good point.

Mr. Moller: We don't really need extra banners.

Mr. Dale: That's a good point.

Mr. Macheras: I would just say, if you're looking at doing something like that, because again, all of a sudden, we might have a staffing issue and our brunch time changes. I like your idea. You can just say, *"Check website,"* if you're going to add anything.

Mr. Dale: Right.

Mr. Macheras: Check website, because things could change.

Mr. Dale: Or maybe we just put the website on the bottom in large number letters.

Mr. Macheras: Yeah.

Mr. Moller: Other than that, I have some little packets there. We did get a hold of Neste, which works with Applied Business Solutions for 401(k)s. I was kind of hoping for some expertise coming from you guys. I've never had to shop around for 401(k)s. To me, the costs seem pretty much in line, as far as industry standards. Basically, it just falls on us if we want to do a matching program or if we just want to do an upfront contribution.

Mr. Macheras: I'm not familiar with what are their fees are like, based on how many people sign up or is it just a flat fee?

Mr. Dale: It's not a fee. They call it a TPI or third-party administrator. They're generally like in the $5,000 range or something like that on an annual basis.

Mr. Macheras: Okay.

Mr. Dale: They do all of the reporting.

Ms. DeVries: Yeah, I'm less familiar with these plans. My company has a simple IRA. With the simple IRA, you're required to do a 3% match. It looks like with this; you can do a 1% or 2% match or you can do different levels of matching. Right?

Mr. Moller: Right.

Ms. DeVries: Rob probably knows more about this than I do as far as how these are structured.

Mr. Macheras: I like matching.

Ms. DeVries: I do too.

Mr. Macheras: We all do, but something like Steve brought up a couple of meetings ago, when we were talking about salaries, do we have to sit down and say, *"If we're going to do 3%, this is what it could cost us?"* Is this something that we need to look at?

Mr. Dale: Well, it would be significantly more expensive doing just a contribution. I will be honest. I don't do 401(k)s any longer. I used to do that a few years ago, but whenever I would recommend it to a company, I always recommended matching. The main reason why, is as a golden handcuff for your key employees to stay on. If you have a lot of hourly workers, they're paycheck to paycheck types. The first thing they're going to want to do, they're going to take the money out. They're going to use it to pay off whatever the deal is.

Mr. Macheras: Right.

Mr. Dale: We have to look at the costs. We already have a bonus program, which cost us close to $42,000 last year. A matching program, I think, is very fair as anybody can participate. It's not exclusionary.

Mr. Macheras: Right.

Mr. Dale: I think it's fair, but we have to think of the cost, too, to the District.

Ms. DeVries: When we say deferred, I'm looking at some of the language as, usually these plans, you have to work a certain number of years before you can take it with you.

Mr. Dale: One year.

Ms. DeVries: Okay.

Mr. Dale: You can adjust that different ways. You actually don't have to have it. It's the employer that decides.

Ms. DeVries: IBM had it to where you had to work there for five years.

Mr. Dale: Well, and sometimes they have a vesting schedule where it's tiered over time.

Mr. Colasinski: At other companies, as soon as you start, you're vested. The company I'm with right now, that's the way it is.

Ms. DeVries: Yeah. Okay.

Mr. Colasinski: So, we have to figure out what works best for us.

Ms. DeVries: Right. Well, if we're trying to make sure that you keep people, keep our good people.

Mr. Colasinski: It should be no less than a year.

Ms. DeVries: No less than a year, for sure.

Mr. Macheras: Are you talking about a year before they can get in or a year before we match?

Ms. DeVries: A year before they can take their matching with them.

Mr. Macheras: Oh, when they leave. Got you. I see what you're saying.

Mr. Colasinski: It's a vesting period. I guess we would call it that.

Mr. Macheras: I got it. I guess for me, I just like those numbers down there in blue and I appreciate you pointing that out to me. Is there something that I need to know, like, whether you can afford it?

Ms. DeVries: Well, what did we budget?

Mr. Showe: 3%.

Ms. DeVries: We budgeted 3%. Okay. That's what I thought.

Mr. Colasinski: But there's still the cost of running the program.

Ms. DeVries: Right.

Mr. Colasinski: That is above and beyond that.

Ms. DeVries: Right. So, I'm kind of looking at the two, because there is some additional cost of running this.

Mr. Colasinski: Right.

Mr. Dale: Yeah, and we're not there, but going back to your original question, we generally hover around 60 employees, but with the Simple Plans, they are for less than 100 employees. Not that we're there, but down the road, God forbid, we have something like that.

Mr. Colasinski: Was there any information in here?

Ms. DeVries: Well, I don't know if we're going to get over 60 employees.

Mr. Colasinski: I don't think we will.

Ms. DeVries: But we don't have an option of doing a Simple Plan because we're working with Applied Business Solutions. Right? We're working with our benefit provider.

Mr. Dale: You would have the option to do a Simple Plan.

Ms. DeVries: Oh okay. Well, the beauty of a Simple Plan is there's no cost. The plan administrator is like Vanguard or Fidelity.

Mr. Dale: But what it does, is it puts some of the reporting requirements back on the District. I can't remember what the heck the form is, but that form has to be filed every year, as well as a couple other small hoops that you have to jump through.

Ms. DeVries: That's true.

Mr. Dale: You have to verify the vesting and all of the documents by a certain time frame and everything.

Ms. DeVries: Fidelity and Vanguard do that kind of validation. But what we have to do, as a company that has a Simple Plan, every year, we have to give out the forms, basically to say, *"Yes, do you still want to participate in the plan?"*

Mr. Dale: Exactly.

Ms. DeVries: As well as what percentage do you want?

Mr. Dale: Exactly.

Ms. DeVries: Etcetera. You have to do 3%. You can have a year or two where you do a little less, but generally speaking, you have to do 3%.

Mr. Colasinski: So, did you see that differential cost with the 3%?

Ms. DeVries: I'm not as familiar with this.

Mr. Macheras: 3% would be about 37, halfway between the two.

Ms. DeVries: Yeah, probably.

Mr. Macheras: I'm looking at our fees, though. I see a one-time fee of $1,500.

Mr. Dale: It works out with the investment fee in there. I think it was about 2%, a little over 2%.

Mr. Colasinski: That's what I want to understand, the cost of running the program right.

Mr. Dale: Right.

Mr. Colasinski: Because that's something that, instead of giving it to employees, we have to pay these people.

Mr. Dale: Right.

Ms. DeVries: Right. Frankly, the reason I went with a Simple Plan was because I didn't want to pay.

Mr. Colasinski: Right.

Mr. Dale: It works really well for smaller companies like yourself.

Ms. DeVries: Yeah.

Mr. Dale: But in this case, and then, especially when you have a lot of transitory employees like we have, then that money gets folded back into the program, a lot of times.

Ms. DeVries: Its more to manage yourself, if you have somewhat transitory employees.

Mr. Dale: Yeah.

Ms. DeVries: You have here the fees at 1.1%, plus the PEO service fee of .25. What is the total asset fee? Are we paying 2.45%?

Mr. Dale: No. The employees are paying that. That's out of the cost of their investment.

Ms. DeVries: Oh, okay.

Mr. Dale: Just the full and fair disclosure.

Ms. DeVries: What do they get to invest in with this?

Mr. Dale: It was Vanguard.

Mr. Moller: Schwab.

Mr. Dale: Right, it was Schwab, but it was Vanguard something.

Mr. Colasinski: The funds that Schwab offers.

Mr. Dale: It was some kind of Vanguard funds that they have.

Ms. DeVries: Okay.

Mr. Colasinski: Usually what's going on now is, there are certain target retirement date funds, if you are targeting a particular date.

Mr. Dale: Right, like 2055.

Mr. Colasinski: Yeah. How about 2020?

Mr. Dale: I actually hate those things.

Mr. Colasinski: Yeah, I know. But I'm saying, that gives people an idea about assessing their own personal risk.

Mr. Dale: Right. The thing I always say is, even if it's a bad one, doing something is better than doing nothing.

Ms. DeVries: Right. Exactly.

Mr. Colasinski: So, what's the action here? I would like to understand the cost to us on an annual basis. What it's going to cost us is what I would like to know. I didn't see that in the documentation. It may just be a question of them…

Mr. Dale: We'd have to figure it out two ways, 3% for everybody or 3% matching. If we're doing 3% matching, we'd have to estimate who we think would be participating. I would imagine the key employees, the Golf Course Manager and Restaurant Manager.

Mr. Colasinski: The full-time employees.

Mr. Dale: Full-time employees.

Ms. DeVries: Right, versus hourly.

Mr. Dale: You would think. But actually, not all of the time.

Ms. DeVries: Salary versus hourly.

Mr. Colasinski: Well, no, because we have some very key hourly people.

Mr. DeVries: Okay.

Mr. Dale: It has to be made available to everybody.

Mr. Colasinski: Right.

Mr. Dale: Well, I'm just estimating. My recommendation would be that we go with a match as opposed to a 3% contribution.

Ms. DeVries: Me too.

Mr. Dale: Then match up to 3%.

Mr. Colasinski: Okay.

Mr. Dale: There you'll probably get 10% of your non-key employee type participants. Then you'll probably get all the key employees participating.

Mr. Colasinski: So, it sounds like you need to be full-time and we will match up to 3%.

Mr. Dale: Yeah.

Ms. DeVries: What defines full time?

Mr. Moller: 32 hours a week.

Ms. DeVries: 32 hours a week. Okay.

Mr. Dale: And you're probably talking between $300,000 to $400,000 of salary on an annual basis that we would be matching.

Ms. DeVries: Okay.

Mr. Colasinski: I think that there was a cost in here of what we would have to match.

Mr. Dale: Okay.

Ms. DeVries: These are the people that are 32 hours a week or more?

Mr. Moller: There are some names on here that don't belong.

Ms. DeVries: Okay.

Mr. Moller: I figured this is our initial conversation and we can tweak that.

Mr. Colasinski: It would probably be lower, is the point.

Ms. DeVries: Okay.

Mr. Colasinski: Than what we see. This is kind of a good maximum estimate, but it would be lower.

Mr. Dale: So, if we used a worst-case scenario, $400,000 in salary, 3% of that is $12,000. So, we're probably talking no more than $15,000 on an annual basis, plus the cost of administrating. So, I would estimate a ballpark, if we're looking for a ballpark number right now, about $20,000 on an annual basis, that it's going to cost us.

Mr. Colasinski: Yeah. That is, I think a reasonable ballpark number.

Mr. Dale: Yeah.

Mr. Macheras: I think, like you said, too, Rob, you're not going to get everybody to do 3%, because some might say, *"Well, let me just be a little hesitant."*

Mr. Dale: Some people are more concerned about just taking home gas in the tank and getting a McDonald's meal.

Mr. Macheras: Yeah, but like you say, at least we know what the worst case or best-case scenario would be if everybody jumps in.

Mr. Dale: Right.

Mr. Macheras: And I'm good with that.

Mr. Colasinski: So, the action items out here are just to determine the annual cost?

Mr. Dale: Annual cost.

Ms. DeVries: Okay.

Mr. Colasinski: Alright. Then we can probably move on.

Mr. Dale: For the record, I have nothing to do with this investment plan. I have no professional relationship with any of these people. Just because I know something about 401(k)s, doesn't mean I am doing one.

Mr. Colasinski: We all know something about 401(k)s. I think everybody on the Board does. Just the depth of them.

Mr. Moller: Alright. The next thing is, I gave everybody a couple of packets.

Mr. Colasinski: Yeah.

Mr. Moller: Of our financials. So, when I sit down with Jen and Jamie and David and Wes, it's easier on one sheet paper to compare. It is for October of this year versus last November, year to date as well as a percent variance off of year to date. In addition, I gave Jen and Jamie some good targets that I found online for more or less a country club. So, there is a food cost of 3% as well as beer, wine, liquor, labor costs, things like that. For food costs, we're looking pretty good. Beer, we're 3% high. We're okay online. Actually, we're high on wine and liquor and high on labor. So, there's some things that kind of gives them goals to work with.

Mr. Colasinski: Yeah, because for the month of November, we lost \$8,000 and \$5,400, but we understand what that is.

Mr. Dale: Correct.

Mr. Colasinski: But there's still \$3,000 there. Do we understand where the extra expenses are? Is that something for one time? It's a stock that lasts for several months, potentially, so, we spread that out over three months. I just want to understand what it is, so that when we get to January, we're keeping track of our expenses, so that we're not consistently losing money in the restaurant.

Mr. Moller: Right.

Mr. Colasinski: If there's a one-time thing, that tends to be a purchase for a few months, I understand that, but I really want you to make sure that every month we're not losing money in there, because we can't afford that. I think the restaurant provides a valuable service to the community, but we can't operate at a loss either.

Mr. Moller: Oh, I 100% agree, but I think this time of the year is traditionally our kind of our loss season.

Mr. Colasinski: A loss season?

Mr. Moller: Last November, we lost $20,000 and this November, we lost $8,000.

Mr. Colasinski: Well, I understand the majority of what we lost in November. The thing that is due for continuous improvement, is to understand what we did lose and what we can do to improve. If it's a revenue, can we decrease expenses? There are a couple of ways of solving this. So, it's just a matter of understanding what our major areas of expenses are. Can we recoup those? Because we're looking at the cost of the restaurant over a period of a year or two, so if we have a bad month, okay, I get that, but can we recoup it in other months? We're looking at a bigger picture for the restaurant, but the main thing is just to understand where we lose money. Obviously, if there are excessive expenses, then what do we do to constrain those?

Mr. Moller: Yeah.

Mr. Colasinski: That's all. That's normal business.

Mr. Dale: I do want to expound on that a little, because I've been doing a lot with these numbers here. I've also had a nice conversation with Jim and there are going to be a couple of follow up questions, too. I agree with Steve that it is about profit and everything. I think we are on the right road, is the way that I would put it. I think there's also some fine tuning that we need to do, but putting things into perspective, in 2022, if you look at October and November, we were -$41,000 for those two months. That was how we started the year out. Then we finished up almost back to ground zero.

Mr. Colasinski: There were remodeling efforts.

Mr. Dale: Well, we did run into remodeling this last month. We had about three or four days of downtime when we were putting the stove in and then you couple that with the weather, that's where I saw it affected.

Mr. Colasinski: That was this month.

Mr. Dale: Let me finish.

Mr. Colasinski: I'm just trying to be correct in statements.

Mr. Dale: Thank you. That is where I did see we were down about $3,000 with food and everything for last month. So, with that being said, the two months of October to November this year, where we were at without Jeff's salary in there, because we have to do an apples-to-apples comparison here, if we're going to be making corrective actions, we were -$8,700 for the two months. If you add Jeff's salary in there, that was another $11,000 roughly, which impacted us pretty big. So, kind of where I'm going with this, is we went from -41,000 to -$8,700. The other thing that happened during this timeframe, and I know we focus on profit, but our revenues doubled in each of those months. So that is the positive that I see out of that. With that being said, a couple of the things that I think we should be looking at right now, we have pushed heavily to be open on the patio, like on Fridays. Everything I'm hearing from the Restaurant Manager, everything I'm seeing personally for the past several months, they're lucky to get one table out there, especially on Friday evenings. In terms of mandating coverage at the outside bar, I'm not saying we don't service the area, but if we were able to cut some expense there on Fridays, by not mandating Friday evenings, because we've got one table out there, I mean, it's a horrible number, if there's something going on here, but there's nothing going on, on the patio.

Ms. DeVries: Even with karaoke.

Mr. Dale: It's to a point to where I...

Mr. Colasinski: I can't say I agree with that, from my observation.

Mr. Dale: It's to the point where the servers don't want to work out there on Friday evenings. It started fights and now they're on a rotating basis. That part is something that I wanted to discuss. The other part that I wanted to discuss was, I asked Jim to run today numbers from 9:00 a.m. to 11:00 a.m. I want to compare expense versus income on that. I don't know where we're at.

Mr. Moller: So, we are actually going back to the Friday night patio. Again, this is a weird kind of part of our season.

Mr. Colasinski: Right.

Mr. Moller: With snowbirds coming down.

Mr. Dale: Right,

Mr. Moller: They get their houses open and then they go back up north to celebrate the holidays. I think if we give it another 30 days or so, because I mean, come January, I think we're going to see a lot more volume out there on the patio. I really do.

Mr. Dale: On Friday evenings.

Mr. Moller: On Friday evenings. If we don't, then we can have this discussion again.

Mr. Dale: Alright.

Mr. Moller: I think trying to make a decision right now, we had some bad weather.

Mr. Dale: I'm there pretty much every Friday and I never see anyone on the patio.

Mr. Moller: I had this conversation.

Mr. Colasinski: What about Friday during the day?

Ms. DeVries: Friday afternoon?

Mr. Dale: I'm getting the same feedback during the day.

Ms. DeVries: Okay.

Mr. Dale: They're the people that work there. Who am I supposed to listen to?

Mr. Colasinski: Sometimes taking a visit and looking, can provide you data.

Mr. Dale: I do make visits there and look.

Mr. Colasinski: I disagree.

Mr. Dale: Okay, but what are you basing that on?

Mr. Colasinski: Going there and visiting.

Mr. Dale: How often? Every Friday?

Mr. Colasinski: Not every Friday. Are you there every Friday?

Mr. Dale: A lot yeah. I've been there a lot of Friday afternoons.

Mr. Macheras: So, I have a question. What is the difference in staffing and not staffing? Are we talking about having somebody out there?

Mr. Dale: We have somebody physically dedicated to the patio on Fridays.

Mr. Macheras: Are we staffing the bar out there too?

Mr. Moller: The patio bar.

Mr. Dale: We put the bar out there. What I'm saying is, we can just as easily service the area without having a dedicated person out there staffing the outside bar. They can just go out and visit the area.

Mr. Macheras: Same thing. They go outside. It's a difference of, do we staff somebody? I see what you're saying.

Mr. Dale: Yeah. If they see somebody out there, they service it. We want to talk about costs, which I think is a valid issue, but we can't throw all of these requirements on them and then say, *"Okay, we're having a cost problem."*

Mr. Colasinski: Are you going to reduce staff, if you don't serve outside?

Mr. Dale: I don't think we're going to.

Mr. Colasinski: But that's a cost thing.

Mr. Dale: I think we would be better off servicing the inside with the staff that we would be providing.

Mr. Colasinski: But you indicated about cost. What's going to reduce cost?

Mr. Dale: If we did need to reduce staff, then we would obviously reduce it.

Mr. Colasinski: Okay.

Ms. DeVries: So, there's one person dedicated on the patio and that person has a cost.

Mr. Dale: Yes.

Mr. Colasinski: Yeah, I get that.

Ms. DeVries: So, if we don't have that person on the patio, we're moving that person inside.

Mr. Colasinski: But reducing the cost.

Ms. DeVries: That's not reducing costs, but if you don't have somebody on the patio, it does reduce costs.

Mr. Dale: I'm going to be honest; I don't want to be in the issue of running the restaurant from that perspective.

Ms. DeVries: No.

Mr. Dale: What I am saying though, because we've had discussions at these meetings saying, *"We want you there,"* I just want to take away that mandate and let the managers decide.

Mr. Colasinski: Well, as a Board, we determined that we wanted to invest in that area, because we want a return on investment as well.

Mr. Dale: No. I agree with that and I think we get that through tournaments and through parties.

Mr. Colasinski: Not outside.

Mr. Dale: I know I have one scheduled. We've probably had at least, what, close to 10 scheduled in the past couple of months.

Mr. Colasinski: Ten scheduled what?

Mr. Dale: Parties on the outside.

Mr. Colasinski: Okay.

Mr. Dale: There are frequent parties out there.

Mr. Colasinski: Alright.

Mr. Dale: And that's using that area, which I think was the original intent.

Ms. DeVries: So, we could create a separate area for groups.

Mr. Dale: Yeah.

Mr. Macheras: So, a question, Jim that I have, I guess it was Halloween when I was out there that on a Friday. There were two girls, I think, to my knowledge, that were servicing inside. They did a heck of a job. The place was packed.

Mr. Dale: Right.

Mr. Macheras: So, if you're talking to the individual that is mandated to be outside and she is not making any money, that's who I would listen to. She doesn't want to be out there because she's not making any money.

Mr. Dale: Right.

Mr. Macheras: And if we had that one person inside, would I order another drink, because I wouldn't have to wait as long? I don't see it as bringing somebody in necessarily, because that's only going to be an expense. It might increase sales a little bit, too, because there are more people. We talked about staff before. Are we staffed up in the restaurant area or are we still looking to hire some people?

Mr. Moller: We just hired a new girl the other day, so I think we're okay right now.

Mr. Macheras: To me, the first thing I would ask is whether they are making any money, because we don't want to cut people's hours.

Mr. Dale: Right.

Mr. Macheras: It could just be a seasonal thing, like you say, for 30 days. You know what, Jim? I'm seeing more people out there, so I'm going to start mandating. I kind of agree, if you're going to hire me as a manager, let me run my business as I see fit, because I don't want to lose money.

Mr. Dale: Right.

Mr. Macheras: But I can't honestly say that I'm there every Friday to get a visual of it. I think that would be something I would trust the person I hired, to look at that. It doesn't mean the girl has to go home. She can make more money and I can make more money because I'm servicing those people quickly.

Mr. Dale: Right. I mean I know it's on a small scale, but I've never liked mandates. I don't like them from Tallahassee. I don't like them from D/C. I don't like them from the CDD. So that's kind of where I'm at with that. I don't know that that requires a vote as much as it requires a consensus from the Board. It doesn't mean that I don't want coverage out there on Saturdays and during our peak times, but I like to think that Jen and Jim are responsible enough.

Mr. Moller: I just don't think that we have a big enough sample size to pull the plug on it quite yet, because we've basically just reopened it on those nights.

Mr. Dale: Alright. I've been looking at for three months and that's the conclusion I've come to.

Mr. Colasinski: Right and we've lost money in those months.

Mr. Dale: So, if you want to try it for another month, let's do it, but just know that's on my radar. I'm watching that one. The other one that I want to talk about is, we also mandated, actually we didn't mandate, it was changed. I don't know how it progressed to this, but we are open 9:00 a.m. to 11:00 a.m. Now, I am in agreement that we want to sell beer, whatever, but selling food or having a chef om there before 11:00 a.m., if there is a little bit of business, it's really not about whether it's a good idea having that business. It's more about whether those hours are better utilized so we can reduce some of our overall cost in our busy times.

Mr. Moller: I see where you're going.

Mr. Dale: Yeah. That's 10 hours a week that we could put to better use.

Mr. Moller: They're also doing prep time, preparing for the day for Wednesday Wings, getting the wings ready. Just because we open at 11:00 a.m., doesn't mean the chef shows up at 11:00 a.m. So, from 9:00 a.m. to 11:00 a.m., for the last three months, I just did averages. So, the beverage cart is one person per hour, the back of the house is 1.25 people per hour and the front of the house is 1.75 people per hour. Basically, you're looking at $140 per day between the hours of 9:00 a.m. to 11:00 a.m. in labor.

Ms. DeVries: I'm sorry, $140 per hour or per those two hours?

Mr. Moller: For those 3 hours.

Ms. DeVries: For three hours.

Mr. Moller: In that time frame, we average $1,900 a day. Basically, we're spending $140 in labor to sell $1,900.

Ms. DeVries: Okay.

Mr. Dale: From 9:00 a.m. to 11:00 a.m.?

Mr. Moller: From 9:00 a.m. to 11:00 a.m. That's why it's on those charts.

Mr. Dale: How much of that are for beverages?

Mr. Moller: 46% alcoholic beverages, 54% food and non-alcoholic.

Mr. Dale: During the week?

Mr. Macheras: That's a lot.

Mr. Moller: For just the beverage cart, because I couldn't separate beverage cart and the restaurant.

Mr. Dale: That's fine, because I literally had this talk with the chef the other night and he's saying during those hours, he's lucky if he gets one or two people a day.

Mr. Moller: Those are the numbers that I pulled from the *Toast* point of sale system.

Mr. Macheras: So, what you're thinking, Rob, is more than 46% is from the cart or $1,900, because like you, I'm good.

Mr. Dale: $1900. Is that on a weekly basis?

Mr. Moller: That's a day.

Ms. DeVries: $1,900 a day.

Mr. Dale: There's no way we're getting $1,900 a day.

Ms. DeVries: That's per month.

Mr. Dale: Yeah, there's absolutely no way.

Ms. DeVries: Because I'm looking at these charts and November 2023 is $1,051 from 9:00 a.m. to 10:00 a.m., the first two hours and $3,200 for the entire month, if you do $140 a day, times however many days.

Mr. Colasinski: Eight days.

Ms. DeVries: Eight days. Well, I'm thinking it's a month. So how many days are we open in the morning in a month? Is it 30, 31 or is it like six days a week?

Mr. Colasinski: I think it's every day.

Ms. DeVries: Every day. Okay, so 30 times 140 is how much we are paying in labor.

Mr. Colasinski: About $4,200.

Ms. DeVries: $4,200. According to this, the revenue is about $3,200. So, it's not covering the cost of labor. You said 143 hours, right?

Mr. Colasinski: If you calculate the labor cost per month at $4,200, what's our revenue for the month from 9:00 a.m. to 10:00 a.m.?

Ms. DeVries: The first page has our revenue numbers for the month by hour, if I'm reading this right.

Mr. Moller: Yes. Basically, from 8:00 a.m. to 9:00 a.m. or whatever the hours are for the beverage cart in the month of November, we made $1,000 at 9:00 a.m., $2,000 at 10:00 a.m. and $5,000 up to 11:00 a.m.

Mr. Colasinski: So, you made about $3,300 in November from 9:00 a.m. to 11:00 a.m. and in the month of December, you had just over $4,200.

Mr. Macheras: Jim, let me ask you a question. If we weren't staffing 9:00 a.m. to 11:00 a.m. and you're saying it's $140 for that time period for labor pre day, if we didn't do that, you'd still be bringing some people in. With what I'm trying to figure in my head, the difference is probably not $140 because you're still bringing people in at 10:00 a.m. to 11:00 a.m. to prep or would there be nobody from 9:00 a.m. to 11:00 a.m. except for the beer cart?

Mr. Dale: No, Jen comes in at 9:00 a.m. to do the beverage service.

Mr. Macheras: Okay.

Mr. Dale: I also question those numbers too for 9:00 a.m. to 10:00 a.m. Is that snack sales and sodas, because that gets coded under food?

Mr. Moller: That is just from *Toast*. Anything that's sold in the pro shop is not included in these numbers.

Mr. Dale: Okay.

Mr. Moller: So that's anything that goes through Hook & Eagle.

Mr. Dale: Right. I guess the main gist of where I'm going with this, it seems that we are at break even, but what it's costing us, we're having trouble. We've talked about staff. I think we're up and running great with front of the house, but based on Jen and Jamie's input and seeing how many hours Jamie is putting in, we really need another chef. I guess where I'm going with this, is I don't want to be burning these guys out, having them come in from 9:00 a.m. to 11:00

a.m., to cook one or two eggs, when we're going to be utilizing them on wing, burger and karaoke night. Saturdays are probably going to start really picking up too with Music on the Patio and everything.

Mr. Colasinski: So, Jim's correct that there's prep time every day in the kitchen. It's a matter of the amount of food orders.

Mr. Dale: This is true.

Mr. Colasinski: Because we shouldn't be selling beverages anyway.

Mr. Dale: Right.

Mr. Colasinski: In those hours, it's just a matter of the amount of food orders during that time interval.

Mr. Dale: Right.

Mr. Colasinski: I don't know that we have data for that.

Mr. Moller: It would be too hard to pull.

Mr. Colasinski: Yeah. So, I don't know.

Mr. Moller: I just know from the positive feedback from the golfing clientele that we have...

Mr. Dale: They want everything.

Mr. Moller: I'm not even talking about our community golfers. I'm talking about the people coming in and paying our top dollar rack rates.

Mr. Dale: Right.

Mr. Moller: So, I can go grab a six pack in the restaurant or I can grab a chicken salad sandwich to take to the tee with me.

Mr. Dale: That I fully support. I'm not talking about taking that away. I fully support that. It's our chefs and our food service and all we need is one of them to go down for whatever reason whether sickness, hit by a car, whatever and we're in a bad situation.

Mr. Macheras: Is there a happy space where there's just pre made stuff to pick up? Would the chef still be in there at 9:00 a.m., if we didn't do the 9:00 a.m. to 11:00 a.m. thing?

Mr. Dale: The premade stuff we've done in the past and we wound up throwing more away.

Mr. Macheras: You did. Okay.

Mr. Colasinski: So, we talked about how we don't want to manage the restaurant, but we spent the last 15 minutes talking about how we would do things.

Mr. Dale: So, where I'm at, once you get with Jamie and Jen, I want some serious thought put into that 9:00 a.m. to 11:00 a.m. Again, I fully support the beverage service, but I'm very concerned. We're talking about the expenses associated with this and I'm not sure that's the best use of our chef's time, is where I'm at. So, you have some guidance there.

Mr. Moller: Yeah. That's up to Jamie. He could just have a prep cook come in to prep for the day and not actually have a high dollar chef.

Ms. DeVries: Yeah. That actually might be a great idea.

Mr. Dale: But I don't believe we have a prep cook. You're right, that's an alternative, but for the Board Members that aren't aware, chefs make between $22 and $25 an hour. So that's why they're a high value commodity.

Ms. DeVries: Right.

Mr. Dale: If you're not selling $50 worth of food in those two hours, it's not $50 worth of food, you have to make $50 in profit.

Mr. Colasinski: Right.

Mr. Dale: So, it's really probably $100 to $150 worth of food that you have to be selling during those two hours or you're not breaking even.

Ms. DeVries: Right. So, the guidance I'd give, is I'd be looking at those hours too. I look at these first couple of hours and the last two and I say, *"Okay, we're not earning a lot, so what is the cost during those hours and is it worth having the opening,"* as we talked about. But it's up to you, Jen and Jamie to make the decisions and we're looking for you guys to make a profit. When we look at these numbers, that's what we see. We see the first two hours and the last hour are kind of low, so do we need to be open then? Do we need to be fully staffed? How do we make sure that the cost is commensurate with the revenue?

Mr. Dale: Steve, you go to a lot of golf courses around the country. How many of them serve breakfast or are open before 11:00 a.m.?

Mr. Colasinski: Usually it's only the resort type golf courses, because there are people that are staying there and it's usually a shared type of facility.

Mr. Dale: Right.

Mr. Colasinski: So, it's usually just resorts that would actually have breakfast. Actually, looking around Brevard County, I don't think there's any other place. Bill, you can correct me on this, but I can't think of another place that actually starts serving before 11:00 a.m. I know that Duran doesn't.

Mr. Macheras: A few times, my buddies get me up that early.

Mr. Colasinski: But Baytree doesn't.

Mr. Macheras: Yeah.

Mr. Colasinski: Baytree's menu is very limited.

Mr. Macheras: They have pre-cooked food.

Mr. Colasinski: Yeah, I don't think Cocoa Beach does anything.

Mr. Macheras: No. We're probably the only ones that serve any food that I know of in the area.

Mr. Dale: That's what I'm saying.

Mr. Colasinski: And going around the country too, because the thing is, just looking at other states and places that I go, I was just up at Pinehurst and there's nothing like that. They don't serve anything until lunchtime.

Mr. Dale: Right.

Mr. Macheras: Am I reading this right? When I'm looking at this page, when I see at the bottom, that we made $7,700 at 9:00 a.m., hat doesn't represent adding all of those up. What does that represent?

Mr. Moller: Which page are you on? The first one?

Mr. Macheras: Yeah. I'm just looking at this chart.

Mr. Colasinski: The 2% over here.

Mr. Macheras: I'm looking at the bottom. It says $7,700.

Mr. Moller: That is only six months of data.

Ms. DeVries: Okay.

Mr. Macheras: That's what I was curious about, where it came from.

Mr. Moller: Okay, so basically, I only went up to six months on the chart.

Ms. DeVries: That makes sense.

Mr. Macheras: So, that number goes down.

Mr. Moller: Yeah.

Mr. Macheras: Okay, thank you.

Mr. Dale: I'll talk to you more about the chart after the meeting.

Mr. Moller: I have a plan that I wanted to talk to Jen and Jamie about. Basically, I'm having the front of the house coming in at 9:00 a.m. and the back of the house not coming in until 10:00 a.m. for prep only. If someone wants something, it's cold only. I've never been a fan of breakfasts.

Mr. Dale: Right.

Mr. Moller: I've never had a breakfast at a golf course ever in my entire life.

Mr. Dale: Right.

Mr. Moller: I'll grab a chicken salad sandwich or a hot dog at 9:00 a.m. or 10:00 a.m.

Mr. Colasinski: Golf resorts will do that, but that's only because they have people stay there and they need to feed them.

Mr. Moller: But I think if the back of the house comes in at 10:00 a.m. to start prepping and if someone wants a chicken salad sandwich or an egg salad sandwich, we should be able to make that at 9:30 a.m. or 10:00 a.m.

Mr. Dale: Right.

Mr. Moller: But no hot food until 11:00 a.m.

Mr. Dale: Now with everything that I just said about breakfast, now I'm going to talk about brunch. I'm going to give you 30 seconds. What this was, was me listening to the trio, our marketer and our two-restaurant people. They seemed to want to give up Sundays and keep brunch going past 1:00 p.m. I don't care. You guys work that stuff out. It’s not for us to get in the middle of everything, but the main gist is a lot of churches don't start until 11:00 a.m. So, when they get out, it's not until 12:30 p.m., until they can get over to the course, anyways. So, it makes sense to keep brunch going until 1:00 p.m. Everybody seemed to be on Board with that. Jamie and Jen said that we can keep it going until 3:00 p.m. We are prepping for that and can set things that way. The issue that we have with brunch though and they started talking about Bloody Mary bars and all this stuff, is we haven't gotten the word out in the past about brunch. It hasn't been a focus for anybody. The marketers seem to think that they could focus on that and they want to give it the old college try. So, with that being said, unless somebody has additional input, my thought would be...

Mr. Colasinski: I have some additional input. I think the starting time we can adjust.

Mr. Dale: Absolutely.

Mr. Colasinski: Because most brunches don't start until 10:00 p.m.

Mr. Dale: Absolutely.

Mr. Colasinski: So, we would consider a starting brunch at 10:00 a.m., to whatever time they feel comfortable going until.

Mr. Dale: Yeah.

Ms. Webb: My recommendation to them, is the cheapest thing you can cook for breakfast?

Ms. DeVries: Pancakes.

Ms. Webb: We don't offer them on our menu and half the places around here don't offer them on their menu, but we have a large senior popularity and that is something that they don't eat. The griddle that they had before, would pick up all of the grease, but now they have a new one. Jen and Jamie were going to go and sit down and revise a breakfast menu.

Mr. Colasinski: I love Sunday brunch.

Ms. DeVries: I do too.

Ms. Webb: You can have a brunch menu for Sundays.

Mr. Colasinski: Yeah, that's fine.

Mr. Dale: This kind of segues into the overall conversation. Now let me bring it all together. We're talking about increasing profitability on the restaurant. The way we're going to increase it, we're doing fairly decent with the evenings, but we need to get some daytime business going there. We're still partially being shunned, boycotted, whatever you want to call it. I talked with a guy last night that told me about how people told him he shouldn't be going to the restaurant. By getting the brunches going, we learn to walk for that daytime breakfast stuff. Once we get that up and running and get more popular during the days, then maybe we do relook six to twelve months down the road, for the 9:00 a.m. to 11:00 a.m. stuff. But I'm just a firm believer that we have to learn to walk on that one first and the way we do that is to take one thing and do it right.

Mr. Colasinski: Advertise it.

Mr. Dale: Do it right.

Ms. Webb: Keep it consistent.

Ms. DeVries: Right.

Ms. Webb: That's been the problem with brunch.

Mr. Moller: It's always been an idea, but it's never been fully executed.

Mr. Colasinski: Exactly.

Ms. Webb: It's kind of hard when you have seven things on a brunch menu.

Mr. Colasinski: We should probably consider some sort of special as we announce this as well, just to get people to come in.

Mr. Dale: Yup.

Mr. Colasinski: Because once they become aware of it, if there's a special, then we have a better chance of attracting them. Once they see us there, then they'll come back.

Mr. Moller: Yeah, because we will have to steal them away from their normal brunch location.

Mr. Colasinski: Right.

Ms. Webb: Yeah, if we could get something going, we talked about doing a New Year's Eve brunch because it's New Year's Eve next Sunday.

Ms. DeVries: Yes.

Mr. Colasinski: Gosh, its already here.

Ms. Webb: Not this coming Sunday.

Mr. Dale: Right. But I don't want to get in the weeds of us dictating stuff to you. I'm just telling you, I think the focus, the overall way we start filling that funnel for the daytime stuff, is we start focusing on some of these things. It's obvious looking at these charts here, I mean, all we have to do is look at the bars and you can see it's the earlier morning and some of the daytime stuff that we got to get going.

Ms. DeVries: I don't know, most restaurants in the middle of the afternoon, do not have a peak time.

Mr. Dale: Yeah.

Ms. DeVries: But I'm looking at the beginning and the end and those are pretty easy to cut off. I'm just looking at like, *"Well, if you cut those hours, are those hours profitable?"*

Mr. Macheras: I like where you're coming from. Home Depot is probably going to have 150 to 200 employees, so we're getting ready to have some places pop. I'll be honest with you, if I'm in this area, do I think of Hook & Eagle as a place to go for lunch?

Mr. Dale: No.

Mr. Macheras: No. Because Long Doggers is going to be busy.

Mr. Dale: We should be getting that overflow.

Mr. Macheras: When I was in retail and I'm not saying we should do this, but when I was opening up new stores almost every other day, they would be bringing us lunch, because they know when you guys open, we're right here. So, I think you're hitting on something. I think there's enough out there for another lunch choice. It's just how do we get that out there? I'm looking at this 2:00 p.m. and 3:00 p.m. Well, if you're working retail, a lot of you go to lunch at 3:00 p.m. or 4:00 p.m.

Ms. DeVries: Okay.

Mr. Macheras: I like where you're coming from. The question is, how do we let them? Maybe when Home Depot opens up, we can offer something. We have a whole bunch of people getting ready to pop.

Mr. Dale: As a former educator, you might not be aware, but the last two Fridays we had two parties, one for Ralph Williams Elementary and one for Manatee Elementary.

Mr. Macheras: Good.

Mr. Dale: We had teachers from both of those schools at the Hook & Eagle.

Mr. Macheras: Good.

Mr. Dale: So, we do more of start.

Mr. Macheras: Right. We need to get out there.

Mr. Dale: Alright. That is all I have on the restaurant, Jim. Please continue.

Mr. Moller: I'm done with my report.

B. District Manager's Report

i. Consideration of Landirr Proposal for Bunker Work

Mr. Showe: Do you want to go over the bunker work?

Mr. Moller: Yeah. In the agenda package, is the proposal from Landirr for green side bunkers on the golf course. It's a pretty basic proposal. For the most part, it would be as we go hole to hole, we would re-designing on a hole-by-hole basis. There will be a couple of bunkers that we're totally eliminating, but for the most part, we're shrinking a lot of the bunkers.

Mr. Colasinski: What bunkers are you considering eliminating?

Mr. Moller: The back left on Hole 7.

Mr. Colasinski: Okay.

Mr. Moller: We are not eliminating it.

Mr. Colasinski: Are you reducing the size?

Mr. Moller: On Hole 7?

Mr. Colasinski: Yeah.

Mr. Moller: On the back left, we are just getting rid of it. We are actually just making it more of just like a short grass area. With the severity of the slope of that green back to front, if you're in that bunker, you're going in the water.

Mr. Colasinski: Yeah.

Mr. Moller: So, I'm trying to eliminate that.

Mr. Colasinski: Okay.

Mr. Moller: The big bunker behind the second green, leaving the bunker, we are turning into two smaller bunkers, because you have that severe slope. In order to soften that slope, we would soften it up.

Mr. Colasinski: The second green behind the green?

Mr. Moller: Yes. It's a framing bunker.

Mr. Colasinski: Yeah. Okay.

Mr. Moller: I think if we had two smaller bunkers, it would be a lot easier.

Mr. Colasinski: The thing is, the overall proposal is lacking the details to be able to check off that the work is done. Typically, you have to have some sort of acceptance that the work is done to some sort of standard. I mean, we're being asked to spend close to $300,000 here. I see some general descriptions on here as far as scope of work, but on the third hole, how do we know we're done with the bunker work? What are we going to do there and how do we know we're done? How do we measure that we're done on the third hole?

Mr. Moller: I mean, basically the way it's set up, when you go to third hole, me, Wes, the guys from Landirr tell them what we want to do and they perform the work. All of the bunker work is done, the sod is laid and the sand is in.

Mr. Colasinski: My point is, if there is this agreement, then what do you fall back on?

Ms. DeVries: Right. I'm with you Steve. If I were to write this proposal, each one of these line items would have a cost. So, if that work did not get done…

Mr. Colasinski: I really would like to see, on a per hole basis, the work that's going to be done, so we could check that off and say, *"Yes, we accept this work on this hole."*

Mr. Moller: I can probably do that, but we would need architectural drawings to have the bunker work done to the specs of what we're talking about. Like I said, we're trying to do this on a hole-by-hole basis and figure out if we're going to make this one smaller, move this one a little to the left.

Mr. Colasinski: But again, if there's disagreement with how it was done, then what do you fall back to?

Ms. DeVries: If they want a Change Order and they say, *"Oh, well, what you asked for is more than we charged,"* how did they formulate this quote?

Mr. Colasinski: Contractually, this is very weak.

Ms. DeVries: Yeah.

Mr. Dale: I would agree. A one-page document for such a scope of work, I thought was a little thin, but I do think you hit on something that you just said, Jim. That was something I was thinking. Because Landirr may be like, *"We don't have time to put together all of this,"* but you know the golf course better than probably anybody out there and if you were to have graphics and you were to detail what was going to happen on each of the bunkers…

Ms. DeVries: A photo or a markup.

Mr. Dale: Yeah, a photo. I don't know that we need architectural renderings, but if you were able to at least on 7A and 7B, say what's going to be done and then you provided that to Landirr and Landirr signed off on it…

Ms. DeVries: We have a drone. Right?

Mr. Moller: We have a drone and we have Google aerials.

Ms. DeVries: Right. Fly the drone and take a picture, mark it up.

Mr. Colasinski: For instance, I've cut around an existing green side bunker. For each hole, what does that mean?

Mr. Dale: Is that the entire circumference of the hole? Do you know what I'm saying? Does that mean that we're folding it in, because I've heard you talking about that? I need a little more specificity on that.

Mr. Colasinski: It's just that if there's a disagreement, you need to have something that you can reference that there was an agreement when we started, how it would be and it's not specific enough as to what the work is that will be done on each hole. For instance, we talk about removing the existing bunker sand, haul and spread all of the existing bunker sand in nearby fairway bunkers. There may be a discrepancy on what we would consider a nearby bunker. Also, how do we know when is enough is enough in the fairway bunker? It's just a matter of if we have a plan that says we're going to move the sand.

Mr. Dale: Do they load it all up in one bunker?

Mr. Colasinski: Yeah. I'm just saying, we need to be a little bit more specific on this. With that kind of money, we deserve a better understanding of the work that will be done so that we can have some sort of acceptance criteria, so when we're done, we can acknowledge that the work specified here has been completed.

Ms. DeVries: Right or if we say, *"Oh, well, I thought you were going to do this"* and they say, *"Oh, that's extra."*

Mr. Colasinski: So, for instance, we talk about decreasing bunker square footage from 72,000 or 36,000 square feet. Is that for the entire golf course?

Mr. Moller: That is for the green side bunkers.

Mr. Colasinski: Right, but if it should be more specific for each hole.

Mr. Showe: It could be done on a hole-by-hole basis.

Mr. Colasinski: Yeah, because then you have something you can measure.

Mr. Showe: There is a chart that says, *"Hole 1, we're reducing to this size."*

Mr. Dale: Right. It is very similar to what we just did with all the culverts in the District.

Mr. Showe: Yeah.

Mr. Macheras: I'm assuming that's information that they have to come up with that number. They must have had that. And I'm like you, if it's just per hole, like Steve said, *"Hole 3 is 12,000..."*

Mr. Colasinski: Right, because you want to make sure it's been reduced by that amount.

Mr. Dale: Right.

Mr. Macheras: Yeah, I'd be comfortable with that, because I'm thinking that's what they had, to come up with $262,430.

Mr. Dale: I have a question for the Board, though. Assuming we get a proper document detailing the drainage per hole, all of that kind of stuff, is the price essentially acceptable? Is that the range we're comfortable with?

Mr. Colasinski: We talked earlier and it was closer to $200,000 than $300,000. I'm not objecting to the price at this time, but I do want to have better details so that we can actually have acceptance of the work that's being measurable, so that we can measure and know we're all done and we're all in agreement.

Mr. Dale: Right.

Mr. Showe: If you are all in agreement, we would do the same type of construction contract we've typically done with Landirr. Obviously, with a project of this size, we would need some specificity.

Mr. Colasinski: Just on each hole, Jim, if we just say we're going to do this and we're trying to reduce the square footage of this bunker to this...

Mr. Dale: Right.

Mr. Colasinski: Really, if you take the scope of work and just kind of say specifically on each hole, *"Hole 1, this is what we're going to do here."*

Mr. Showe: You can take a picture of it.

Mr. Colasinski: For instance, we have some holes that have multiple bunkers, right? If we were to say, *"Remove existing bunker sand from this bunker and this bunker,"* where specifically do we want to move it to?

Mr. Dale: Right.

Mr. Colasinski: Which fairway bunker do we want to move it to?

Mr. Moller: That could be a little hard, too, because some green side bunkers might have better viable sand and some might have less and some holes might have less fairway bunkers. So, if we take bunker sand out of Hole 17, we might have to take it...

Mr. Colasinski: Well, specify which fairway bunkers you want to fill.

Mr. Showe: Right.

Mr. Moller: I mean, we really won't really know that information.

Mr. Colasinski: No, but the thing is, though, you should have some in mind that you want to fill. Right?

Mr. Moller: Yeah, I mean, pretty much every single fairway bunker on the golf course.

Mr. Colasinski: Well, but say that in here.

Mr. Moller: Okay.

Mr. Colasinski: It's a lot of money with very little detail.

Mr. Dale: And I would imagine just like Jason said, get a map of the golf course that has each bunker detailed. Label it as 7A, 7B, whatever, develop your list and on the list, state what you're doing in each bunker.

Mr. Colasinski: Like when you're taking bunkers out, if we're going to remove this bunker and replace with sod.

Mr. Moller: I totally get it. During my initial ride through, he's like, *"Do we want to get architectural drawings for this or are we going to go on a hole-by-hole basis?"* I said, *"Let's just make it as cheap as possible and we'll just design it on the hole-by-hole basis.*

Mr. Dale: Yeah. I don't know that we need the architectural, but we need more specificity.

Mr. Colasinski: But that's the other thing, too. Like Jen said, if there's a Change Order, then we want to understand the basis for it.

Mr. Dale: Well, that's an excellent point, because there are variable costs in this.

Mr. Colasinski: Yes.

Mr. Dale: Mainly where it centers around are the costs, because it costs three times as much, four times as much, to ship the sand as it does for the sand itself.

Mr. Colasinski: Well, it's less than that ratio, but it is expensive.

Mr. Dale: Yeah, I would kind of want that nailed down, whether it goes up or down, you know?

Mr. Colasinski: Yeah.

Mr. Macheras: Quick question. Is this list of bunkers, a mixture of bunkers in need and then bunkers were just going to change, because of the appearance of the golf course or is it a little bit of both, from what I'm hearing?

Mr. Moller: Yeah. It is basically all of the above. Some of the greens have bunkers.

Mr. Macheras: So, they are bunkers in need.

Mr. Moller: Yeah.

Mr. Macheras: Okay. Because when you say, *"Get rid of one,"* I'm thinking get rid of them all, as far as I'm concerned. So, it's more of a need, but there are some things to kind of make an appearance.

Mr. Colasinski: Like, for instance, it says, *"Supply and install G-angle bunker sand (4 inches compacted),"* but how much sand are we going to buy? How much sand are we looking to purchase? That's something that we want to understand. The same with supplying and installing the sod. How much sod are we talking about here, because if there's a Change Order in something like this, you have to have specifics.

Mr. Dale: Are we talking another five pallets?

Mr. Colasinski: Because what happens is, it's kind of like the old defense contract, *"Well, we're not done yet, so we need more money."*

Mr. Dale: Right.

Mr. Colasinski: So, if we say we're out of sod, we need more and we need to have a Change Order.

Ms. DeVries: We included *"x"* number of square feet of sod in the price.

Mr. Colasinski: Right.

Mr. Moller: There will be 69,000 square feet of sod.

Ms. DeVries: I guess that's true. They did have that.

Mr. Moller: But they don't have a ton of just sand.

Ms. DeVries: Right.

Mr. Dale: There you go.

Mr. Macheras: I think, like Steve says, if we know the price per hole, then if we run over, we know it's because of Hole 3.

Mr. Colasinski: Right. Also, if there's a change, we can isolate it.

Mr. Dale: Now, let me ask Jim, because obviously we have to vote on this and we're pushing it back. What does that mean?

Mr. Moller: You have to vote on it, because I'm basically just going back to the drawing board.

Ms. DeVries: Yeah. We're ready to vote on it.

Mr. Dale: Well, that's what I'm saying.

Mr. Colasinski: We're not ready to approve the contract.

Mr. Dale: So, that's at least another month. What is that going to do to Landirr? In other words, I guess where I'm kind of going with this is, if time is of the essence and you're able to get all of this stuff together, should we continue this meeting to the workshop, so, we only have a two-week window?

Mr. Showe: I would also say, that given the weeks that we're going to be missing, I doubt very highly anything's going to happen in the next two weeks, given the holidays.

Mr. Dale: Yeah.

Mr. Showe: So, I would say it's very unlikely you'd have something.

Mr. Dale: Okay.

Mr. Showe: That's just my guess, based on all of the other contractors that I'm dealing with.

Mr. Dale: Right. Okay.

Ms. DeVries: You said that our budget was about $200,000 and this is closer to $300,000. Can we do anything on this price, since we're doing all of this work all at once? I'd be looking at what it costs line item by line item and if we do it all at once, then we pay this.

Mr. Colasinski: It was interesting, we have a figure of $262,430. Why isn't it $262,440? Because we don't have specific line-item costs on here, but that is a specific number.

Ms. DeVries: Right. That's why I want to know how did they get that specific number? We should know that, so if things go awry, we know.

Mr. Showe: Well, I think that's part of where if you do the specificity by hole, then maybe this hole is not as important or that hole is not as important and that's where you could shake the cost out.

Mr. Colasinski: Right. You can get a cost per hole.

Mr. Dale: Which one was it that they put the liner?

Mr. Moller: Hole 18.

Mr. Colasinski: That one on the left side?

Mr. Moller: I'd rip those out of the ground, if I had my choice.

Mr. Colasinski: We're going to be doing that, right?

Mr. Moller: Yeah, the capillaries.

Mr. Dale: That's where they had a million dollars in the bond. I'm really glad that we didn't spend $1 million on that.

Mr. Moller: In my experience, if the bunker is built correctly, you do not need a liner.

Mr. Dale: Yeah.

Mr. Colasinski: I'm all for that.

Mr. Moller: You would double, triple this price if we had any kind of liner, whether it's capillary or z-line or whatever the case may be.

Mr. Dale: Right, but just for the record, though, because I did get asked this question, every one of these bunkers, the drainage, maybe it won't have a new drain, but all of the drainage will be working properly in every bunker.

Mr. Moller: Everything inside of the bunker will be replaced. All of the outfalls will be tested. If an outfall needs to be replaced, then we'll have to replace it.

Mr. Dale: In every bunker.

Mr. Moller: In every green side bunker.

Mr. Colasinski: That's where we might have Change Orders.

Ms. DeVries: Right. Is that included in this, if they have to change it.

Mr. Moller: So basically, every drain inside the bunker is included. Outfalls will be tested. If the outfall has to be replaced, it will.

Mr. Colasinski: But you don't say anything about outfalls, other than we will remove the existing bunker drains up to the outfall. We don't talk about what we're going to do with the outfall.

Ms. DeVries: I don't know about you, Steve, but if I were going to write this proposal, I would basically be rewriting the task, just as Jim stated.

Mr. Colasinski: Yeah, well we talk about tying into existing outfalls. We don't talk about testing them though. That's an assumed scope.

Mr. Moller: We just need it to be specific.

Ms. DeVries: If it had to be replaced, how much does it cost? There's a not to exceed.

Mr. Colasinski: Right.

Mr. Colasinski: Well, that's the other thing, too. We should have some sort of range of value or money that we should allocate for, if we need to fix the fallouts. For instance, if it's like another $30,000 or something like that, too, at least that's something to help constrain the cost on something like that.

Mr. Macheras: There's a price at the bottom, unless I'm reading it wrong, that tells you how much per square foot.

Mr. Moller: Its $12.15.

Mr. Macheras: Its $12.15 per linear foot.

Mr. Colasinski: But it's too general., though.

Mr. Dale: Right. Yeah, they didn't go out and measure it.

Mr. Macheras: Exactly.

Mr. Moller: Half of our outfalls, we don't even know where they're at.

Mr. Dale: Yeah.

Mr. Moller: They're 30 years old. They've been buried. They've been collapsed.

Ms. DeVries: Right. So how did they come up with this price?

Mr. Colasinski: That's a huge risk, because we don't know.

Mr. Dale: Yeah, we've already seen that with our culverts.

Mr. Colasinski: Right. Yet we need to be able to have these functions. We don't know right now about outfalls and there's a chance we might have to replace all of them.

Ms. DeVries: So, are they taking that risk with this proposal?

Mr. Colasinski: No, it's not in here.

Ms. DeVries: It's not in here. Okay.

Mr. Dale: I'm fine if you slip that in.

Mr. Colasinski: Well, part of the discussion to have, though, is maybe to go out and look at a few outfalls.

Mr. Moller: We know where some are at, at most, but the front left bunker that always holds water, we know it goes by the Oak tree, but where it goes after that, we don't know. We think it's to one of those culvert drains.

Mr. Colasinski: What I would try to do, is get with Wes and pick a few and see if you can find anything out about them, just so we can help quantify the risk of those. Because if we need them for this to function and they're not functioning, that's a huge additional cost. So just try and assess risk, go to several holes and just figure out where it is and if it is functioning.

Ms. DeVries: I have another question. So, when we obtained the air conditioner bid, we received multiple bids. When we obtained the paving bid, we received multiple bids. This is bigger than those. Is there anybody else who does this?

Mr. Colasinski: That's been a problem.

Ms. DeVries: Okay.

Mr. Colasinski: Jason, what are your thoughts on that?

Mr. Showe: I know that traditionally, every time we've gone out, anything under $300,000 for a construction project, doesn't require a public bid. That doesn't mean you can't, but it doesn't require it. The last time we did the $2.4 million irrigation bid, we received one bid and that was from Landirr.

Mr. Dale: Yeah.

Mr. Showe: Every time we've gone out with any of these golf course projects, we're scraping to get two and Landirr bid every time.

Mr. Dale: Because they're the only ones. The insurance is a big part of it.

Mr. Showe: We have insurance. Jim will have to attest to the quality of the work, but as far as I know, they do a great job.

Mr. Moller: They did a great job on the putting green.

Mr. Colasinski: They have done good work for us. There's no question about that.

Ms. DeVries: I just have to ask, because that's a lot of money to only have one quote.

Mr. Dale: Well, you're also kind of coming into this a little newer.

Mr. Colasinski: My thing here is with this flush out, that seems to be an essential component of the drainage for this and we don't know where all of them are and we don't even know if they're functioning. Is that something we should include in the scope of this?

Ms. DeVries: No.

Mr. Colasinski: Because if this is intended to be a long-term investment, I mean, those things probably have been touched upon since this golf course was built. So, is that something we should consider including scope of this?

Mr. Moller: Well, traditionally, almost like when they did the putting green, I don't think it was in the scope of the putting green, but we did add blowouts. So, any new construction on bunkers, you'll have a blowout valve that we can tie into.

Mr. Colasinski: Right.

Mr. Moller: So basically, when we did the putting green, there's a little cap that we can basically hook a hose to. We can hook some blowers and can run air or run water through. The same thing with the bunkers. So, any of the new bunkers we can have a blowout valve.

Mr. Colasinski: Do we need to flush out some so they are functional?

Mr. Moller: Yes.

Mr. Colasinski: Okay.

Mr. Moller: That's something we can do from January until the day we start with Don and Wes. We've already started putting together things to do.

Mr. Colasinski: So, you don't think it needs to be part of scope?

Mr. Moller: I don't think so.

Mr. Colasinski: But we do need to verify that it's working. We need to understand the status of each of those for each bunker before we get started, because if we're going to put that much money into it and then the flush out doesn't work, it kind of defeats our purpose. Right?

Mr. Moller: Yes.

Mr. Colasinski: So, we need to do some exploring, find out where these things are and if they are working, just so that when we start this, we can verify that everything we put in works.

Mr. Dale: I think the way to further proceed on this, is each Board Member provided a lot of great additions to this. During the course of the next week, if you come up with additional items to add into the scope of what we're looking for, please get with Jim and add that in. Then we can take it from there, because we're not going to be approving this until next month at the earliest, anyways and we can get all that added into the scope.

ii. Consideration of Additional Shoreline Restoration

This item was discussed.

C. Lifestyle/Marketing Report

D. Restaurant Report

Ms. DeVries: Is there a Lifestyle Marketing Report?

Ms. Webb: Yes. I'm just going to let you know that the sleeves for the menu should be in between tomorrow and the 26th. The menus were printed. It's going to cost around $700 to print and laminate. We decided to just to go with the longer sleeves, but they have been on back order. The delivery date will be between the 21st and 26th. We are starting to push the casino night for the 27th of January. We sold $400 in tickets so far. They're just now starting to get going. After the holidays we'll shoot to sell more.

Mr. Dale: What are we charging a ticket?

Ms. DeVries: $50.

Ms. Webb: We did find a saxophone player. He's going to do it for free, so it won't cost us anything. We're excited for that one. Hopefully we'll do more things with him later on, but he's going to play on the patio.

Mr. Dale: He plays on Saturdays.

Ms. Webb: We pretty much have bookings for the next five months on Music on the Patio every other month. On January 9th, we start trivia night at Hook & Eagle on Tuesday night. We will do trivia twice a month again. Hopefully that will start generating some more sales on Tuesday nights. A lot of people are very excited with that. You guys can go onto the website, which is now up and running and we are going to list all of our entertainment on there as well. That's been a good area because I get all of the reports. We've had a lot of visitations on the website as well. So, it's getting out there. The menu has been taking a lot of time. We did the charcuterie party. That was a big hit. We had 17 to 18 people. They had a fun time. All of the people that came, wanted to do another one. So, now I have another one scheduled for February 13th. They actually purchased food and beverages at Hook & Eagle. So, that was a nice combination. Jamie said he'd love to have that regularly. Jamie and I did talk about doing something on other Saturday nights off of Music on the Patio, to have a fine dining experience for people where they could come in and prepay. He'd actually do like a four-course meal for them. So, it won't be just a burger place. They are doing more specialty menus. Maybe we could do a steak night one Saturday night, something that's a little bit more driven than just what we have been offering. I am going to try, when everybody's back after Christmas, to sit down with David and Hook & Eagle and get us as a team together. We just had Lacey on the Patio and already booked her every other month, but then Jamie had a 75 person Christmas party in there and they hired a DJ to come in. So, we had a DJ inside and Music on the Patio outside. We were a little nervous that that was going to kind of bother each other.

Mr. Dale: Good thing there was a monsoon.

Ms. Webb: Yeah. So, it was a busy, rainy day. We thought about canceling Lacey, but we didn't. I didn't know that he had the DJ inside, as the party did not really explain that until he showed up. So, I said that we have to get better coordinating this stuff. Same thing with the golf. I know we had that free calendar, but now they want to charge us, as the first-year free thing is done, but it's really expensive. So, I want to sit down with all three of them, to figure out how we can do a generalized calendar, so that everybody's working with each other. I know that Jen and her staff write down the dates in the book. I don't know if Dave's going to be doing any type of tournaments. I did put on our website that we have birthday parties and things like that and we're getting a lot of those requests, but I don't want a big birthday party inside.

Mr. Macheras: Does Google Docs have a calendar?

Ms. Webb: I use a lot of different calendars in my line of business and I have to figure out what best works for them. I also want to work with them on how to use Canva, because I don't know how to use it. I told James the other day that they're posting great on their own personal social media sites about the restaurant, but they need to put that on Hook & Eagle's website, because that's what really brings in people. He posted little ads, but I don't know if David has a Facebook page, because I can add him to the golf course page to post things. We need to have a team meeting over this winter break, so we can get all of this addressed.

Mr. Dale: I want to add to this, because I don't want to just gloss over this and I don't care how you guys work it out, but this all revolves around a central issue of coordination. It's a good problem to have, but we need to have some kind of central coordinator, whether it's a calendar or the Facebook page. Everybody needs to have redundancy, but overall, there has to be coordination amongst the team, because this is why we're running the restaurant now. This is why we took over everything, so, it could no longer be an issue of, *"Well, this entity doesn't want to work with that entity."* It is all one entity now.

Mr. Colasinski: Yeah, we have one calendar that has golf and restaurant activities so that everybody knows.

Ms. Webb: Yes, if they're going to book a birthday party and you guys are getting ready to have a tournament, we could have the same situation that we just did. Yeah, the weather helped it not be as bad as it could have been.

Mr. Dale: Right.

Ms. Webb: We could've had a lot of people there for Music on the Patio and now we have DJ inside for a private party, which we could not shut down because it was a private party.

Mr. Colasinski: Shut what down?

Ms. Webb: The inside.

Mr. Dale: A portion of the restaurant needs to be open.

Ms. DeVries: I agree.

Mr. Colasinski: We still need to be able to serve people.

Ms. DeVries: But bringing your own DJ maybe should not be allowed.

Ms. Webb: Well, I think if they're going to do that, we need to charge $50, because we're providing the power and the electric. How does that look?

Ms. DeVries: How does that affect the other patrons?

Ms. Webb: Well, that's what I'm saying, but they actually had a sign outside the door that said, *"Closed to the Public,"* because it was private party.

Mr. Colasinski: We can't be doing that.

Ms. DeVries: No.

Ms. Webb: I didn't say anything that night because we did have Music on the Patio and there was bad weather and there was a source for it, but we have to make sure we specify that, because even though we've had the school events, we've never closed it to anybody else. We've never said it was private.

Mr. Dale: Right. People can go into the booths, because they have a section sectioned off for them.

Ms. Webb: If people say that they don't want it mixed up with other people, we've given them the patio.

Mr. Colasinski: Right.

Ms. Webb: The patio has been their only option for that type of situation.

Mr. Colasinski: Right.

Mr. Macheras: How many people were at that party?

Ms. Webb: There were 75 people.

Mr. Macheras: I'm just going to throw out there, Beef O'Brady's the other night, closed at 7:00 p.m. because of a Christmas party. So, places do close.

Mr. Dale: Oh, yeah.

Mr. Macheras: I mean, I'm thinking if you have a party with 75, 80 or 85 people.

Ms. Webb: That's up to you.

Mr. Colasinski: The difference is that is a private business and we are a public facility.

Mr. Macheras: Yeah.

Mr. Colasinski: We need to have our facilities available to everyone all the time.

Mr. Macheras: But is it because of what we feel?

Mr. Colasinski: No, because we are a public facility.

Ms. DeVries: We're owned by the community.

Mr. Macheras: I'm not arguing with you, but I'm just saying, if you have 100 people and we have three girls working, they're working hard.

Ms. DeVries: Yeah.

Mr. Macheras: I just didn't know why that was an issue, because we might have a large group that comes in and we're going to make a killing. What is it that you disagree with on that?

Ms. DeVries: Philosophically, what if you're a member of the community and you come and want to use the restaurant that night and it's closed and it has a party and the party is not from this community at all?

Mr. Macheras: I'm perfectly fine, as long as there's some notice, like we went to Beef O'Brady's the other night. I saw the sign out front and luckily we went early. I'm just saying.

Mr. Colasinski: I've had it happen multiple times there and I'm not happy about that at all. I've showed up there, not at Hook & Eagle, but what it was before. It was really irritating to know that this was a public facility that was closed to me because of a private party and I'm a taxpayer that paid for this facility, so why can I not use it now?

Mr. Macheras: Okay, yeah.

Mr. Dale: But let me throw out the question. Is it acceptable to, if we get the restaurant filled with a party, but we keep the patio open for service?

Mr. Colasinski: That's fine. You can still provide a service. We have weather shields up there.

Mr. Dale: We're getting, like huge parties that want to book with us.

Mr. Colasinski: Which is fine, but we still have to serve everyone.

Ms. Webb: That's why the calendars would be important, because Music on a Patio has been set in advance. I know Jamie set his in advance, too, but when me and him were talking, we didn't know, so, they ended up showing up the same night. There wasn't bad weather and everybody came out for Lacey and then people came in to eat in the restaurant, but neither place was open.

Mr. Dale: I see what you're saying.

Ms. Webb: I mean, yes, they could have sat outside.

Mr. Dale: Well, it was open, but it wasn't available, because it was packed.

Ms. Webb: There would have been no gap, because outside would have been packed. Inside was packed.

Mr. Dale: Right.

Ms. Webb: So, we just have to make a plan.

Mr. Dale: Hence the importance of having a calendar so everybody can coordinate.

Ms. Webb: Right. I do think we need to have a venue, kind of like, you want to have a party with us, how many patrons do you expect to have?

Mr. Dale: Right.

Ms. Webb: Are you providing music? I have a checklist.

Mr. Dale: I think we've identified the issue. Let's work on that off meeting. The decision makers there know what the guidance is.

Ms. Webb: We can schedule a day, even after New Year's Day or something.

Mr. Moller: Yeah. It's going to have to be after New Year's Day because I'm going to take some days off.

Ms. Webb: You're taking some days off and Jen is off. I think Dave was taking time off. So, if you can figure out a time and a day that we can all meet...

Mr. Moller: Okay.

Ms. Webb: That would be helpful.

Mr. Dale: What else do you have?

Ms. Webb: I think that's a lot.

Mr. Dale: That was a lot.

Mr. Colasinski: How did Bingo go?

Ms. Webb: Bingo was a hit. Actually, I have to talk with the gentleman. He wants to do another one, but he normally does them for charities. The school made over $5,000.

Mr. Dale: Wow.

Mr. Colasinski: That's awesome.

Ms. Webb: We had an awesome Sunday in our area.

Mr. Dale: Now, for the record, who received all the money, who handled the money and who ran the Bingo?

Ms. Webb: The school hosted the Bingo and ran everything.

Mr. Dale: Okay, so the CDD had nothing to do with any of that.

Ms. Webb: Nothing to do with it.

Mr. Dale: Thank you.

Ms. Webb: We just gave them a facility. Everybody bought food, drinks the whole time. It was packed inside and everyone had a ball.

Mr. Macheras: Do we charge a facility charge, if we do something like that?

Ms. Webb: We don't. They try to set them up on days when I know we're really slow. The outside patio was open for everybody else.

Mr. Dale: The booths were open. Weren't they?

Ms. Webb: Yes and no.

Mr. Dale: Okay, but there was seating available.

Ms. Webb: Yes. There were only, I think, two booths in the far back. The outside was open for other people that wanted to eat. The outside was packed too. We had a packed Sunday on that day, which was a great day. He is licensed to do Bingo and he's got all of his credentials. So, it would just be like me hiring a karaoke group to come in and do Bingo, but the problem is, we would have to get baskets. They had some awesome prizes. I actually played and I won, too. It was funny, because I won a gift card to the Viera East Golf Club and a cleaning company, which I really needed. She had some awesome prizes for them and tons of gift baskets and things like that. So, they had a great event. I told them that we would love to host one at least twice a year for them, because that's huge for their program. He said that he would be more than willing. We talked about doing a Glow Bingo, a women's Glow Bingo night, where they dress up and glow and they decorate their tables. We would have the Glow Golf going on outside. Women spend the most money on Bingo.

Mr. Dale: All I see is goop all over our nice floor.

Ms. DeVries: No, they use glow sticks.

Mr. Dale: Yeah, that's what I'm saying. I've broken plenty of them in my lifetime.

Ms. Webb: Anyway, so I am going to try to get with him and get some stuff, especially if he has people, he does know that wants to use him. Is Bingo an option for us to host as an event for the CDD.

Mr. Dale: As long as we're not handling the money, because we have government guidelines with gambling and handling the money. If all we are doing is providing a facility and serving food and drinks to the attendees, which it sounds like this is the way it's essentially set up, then we're providing a facility for these individuals and we're making money off of that. They're making money for a charity. We're getting notoriety and people are learning, like, Bill was talking about where we're located. They know they can come back for burger night and wing night and whenever.

Ms. Webb: So, we can't just have a Bingo night, where he comes in and does Bingo and then he charges for the cards and he does it. That's not us.

Mr. Showe: I think that's pushing it. Yeah, I think if it's for charity, that's a different situation.

Mr. Dale: Right?

Mr. Showe: If it's essentially gambling, we're still bringing him here to do that.

Mr. Dale: Yeah.

Ms. Webb: I just wanted to clarify that.

Mr. Dale: But with that being said, the structure that you have, where you're essentially plugging and playing charities, you can have the same guy keep coming back, but you can have SPCA do theirs.

Mr. Colasinski: Maybe do an SPCA Bingo night.

Mr. Dale: You can have March of Dimes have their night.

Ms. Webb: Yeah, I just want to make sure, because he said, *"Well, can I just come in and host the Bingo and collect the fees?"* I said, *"I don't know."*

Mr. Dale: Yeah.

Mr. Showe: That starts pushing the line.

Mr. Dale: Yeah. We had a problem with the way the place looked and ran before we took over, where every Monday and Wednesday morning we had poker going on.

Ms. Webb: It is like we're doing trivia and then they win prizes. The same thing with Bingo.

Mr. Dale: Right.

Ms. Webb: They pay for their boards.

Mr. Dale: Yeah. We're first and foremost a golf course in a family tavern and w not a gambling establishment.

Ms. DeVries: Maybe I'm naive, but does Bingo always have to have gambling?

Mr. Colasinski: That's the nature of the game.

Ms. DeVries: Well, I don't know. We always play Bingo at home and we don't gamble.

Mr. Dale: We're not talking about Strip Bingo here.

Mr. Showe: I think that generally the people that come out for Bingo, are expecting to win.

Ms. DeVries: Okay.

Mr. Dale: Generally, if you advertise Bingo, that's kind of the nature of it.

Ms. DeVries: They are expecting that.

Ms. Webb: Like I said, I won a $100 gift card or whatever it was. It wasn't cash. The only thing that was cash related was a 50/50 drawing.

Mr. Dale: I think we have our answer. I'm just trying to keep things going because we're getting late here.

Ms. DeVries: Yes, I agree. We're getting late.

Mr. Dale: So, I think we have our answer on that one; however, plug and play charities, you could have more often. I think that's a wonderful idea. The thing that's great about having the charities, is they go out and get gift baskets. We don't have to do the hard work.

Ms. Webb: So, can we have one for the Women's Golf League, if they want to do it as one of their fundraisers?

Mr. Macheras: What do they support? What would they use that money for?

Mr. Showe: I think if there was a 501(c)(3) recipient, if they had a charity that they supported, that would be fine. I think just having it for that organization again, you're starting to get into a gray area.

Mr. Colasinski: That's a for profit.

Mr. Dale: Yeah, you need to have a 501(c)(3).

Mr. Macheras: I agree.

Mr. Dale: Now, I do know that the Viera Women's Club is a 501(c)(3) and they basically act as the same concept as United Way, where they filter it out to different charities.

Ms. Webb: That's fine, because I figured I could at least get him on the book and then I could reach out to different companies and say, *"If you want to do a fundraiser for Bingo night, you can."*

Mr. Dale: Right. Okay.

EIGHTH ORDER OF BUSINESS **Treasurer's Report – Consideration of Financial Statements**

A. Approval of Check Register

Mr. Dale: Alright, let's move on to the Treasurer's Report.

Mr. Colasinski: Jason, do you want to present the numbers for the Check Register?

Mr. Showe: Sure. We have Checks #4866 through #4900 for the General Fund, Checks #188 through #190 for the Capital Reserve Fund and Checks #31213 through #31305 for the Golf Course Fund, for a total of $255,348.88.

Mr. Colasinski: Is there a check for a bond payment?

Mr. Showe: Which check is that?

Mr. Colasinski: Check #4906.

Mr. Showe: Yeah.

Mr. Showe: Actually, this one probably is not included in here, because this check run only goes through December 14th.

Mr. Colasinski: Okay.

Mr. Showe: But this is the way we get our assessments in. That's the check that goes to pay for the debt service.

Mr. Colasinski: Oh, yeah. I know what it's for.

Mr. Showe: Yeah. That one's not included in here.

Mr. Colasinski: Okay. Very good.

Mr. Showe: No, because your General Fund is only $51,000.

Mr. Colasinski: Okay.

Mr. Showe: Yeah, that check is larger than all of these.

Mr. Colasinski: That's why I was inquiring.

Mr. Dale: Alright, we need a motion to approve.

Mr. Colasinski MOVED to approve the Check Register for November 11, 2023 through December 14 2023 in the amount of $255,348.88 and Mr. Rysztogi seconded the motion.

Mr. Dale: Is there any discussion of these specific checks? Hearing none,

> On VOICE VOTE with all in favor the Check Register for November 11, 2023 through December 14 2023 in the amount of $255,348.88 was approved.

B. Balance Sheet and Income Statements

Mr. Showe: I know we talked about the financials for a little bit already. We did hand out a revised set of golf course financials. There was some recategorization of some salary funding for October that affected last month, so we recategorized some of that. The bottom line is still the same. It just moved from golf operations to the restaurant. It was miscategorized in golf operations.

Mr. Dale: Right. It made the profit numbers for golf operations look $7,000 better and $7,000 worse for the restaurant. But the numbers that I shared earlier when I did the apples-to-apples comparison, were with the updated numbers.

C. Approval of Requisitions No. 169-170

Mr. Showe: Finally, we have Requisitions 169 and 170, to reimburse the Capital Projects Fund for prior expenses. One was for the down payment for the new A/C system and then there was some refrigeration for Hook & Eagle. We would just seek approval of those requisitions.

> On MOTION by Mr. Colasinski seconded by Ms. DeVries with all in favor Requisitions No. 169-170 were approved.

NINTH ORDER OF BUSINESS Supervisor's Requests

Mr. Dale: Let's go with Bill.

Mr. Macheras: Nothing. I'm good.

Mr. Dale: Ron?

Mr. Rysztogi: Was the sign at the entry for the cart path ever done, the stencil or whatever you were doing, Jim?

Mr. Moller: Yeah. It should have been done already.

Mr. Rysztogi: Okay. I didn't check. I was just curious. That's all.

Mr. Dale: Jen?

Ms. DeVries: Just a quick question. We received at least one letter from a resident. I guess I always look at those and go, *"Should I respond?"* Do you guys respond to them?

Mr. Showe: I respond to them. The one that you sent, I had not received and I think I copied you on the response. So, I did respond.

Ms. DeVries: Okay.

Mr. Showe: Yeah. I would say if you receive letters from residents, just forward them to both Jim and I.

Ms. DeVries: Okay.

Mr. Showe: Jim and I can coordinate and we can get a response to the resident.

Ms. DeVries: Okay. Great. Thanks.

Mr. Showe: Typically, our Boards kind of prefer staff to just answer those, that way it gets it off your hands.

Mr. Dale: Right.

Mr. Showe: As long as we get them, we'll respond to them.

Mr. Dale: That's probably the best way, but I would add, each of us as Supervisors are certainly within our purview.

Mr. Showe: Absolutely.

Mr. Dale: As long as you don't cc, you can't cc because you have Sunshine Laws. You have to do it as a conduit, but you certainly can respond to them if you choose to do so. Sometimes, because of the knowledge involved and what may or may not have been done, we're usually better off having staff handle some of those.

Ms. DeVries: Okay. Steve?

Mr. Colasinski: One item, a couple of items actually. The first item is bonuses for employees who had left employment during the calendar year or fiscal year. Companies I've worked with previously, if you worked there during the year and you were eligible for a bonus, even though you may have left, you still received the bonus. So, what do we do?

Mr. Moller: We reached out to Applied Business, to their HR Department. That's basically what it is.

Mr. Colasinski: Wait a minute. Whose policy is Applied Business?

Mr. Moller: I don't really think we have a set policy.

Mr. Colasinski: Okay.

Mr. Moller: It was basically just an HR recommendation and it was at our discretion.

Mr. Colasinski: We are not paying them for HR services. We're paying them for payroll services.

Ms. DeVries: They do HR too. The Employee Handbook is by them.

Mr. Moller: Yeah.

Ms. DeVries: In companies that I've worked for, if you're not there on bonus day, you don't receive a bonus.

Mr. Macheras: No. I agree. Back to Steve's point, because I know where you're coming from, is this handbook something that is or was presented to us to approve?

Ms. DeVries: You should have received it when you started.

Mr. Colasinski: Well, he's not an employee.

Ms. DeVries: I received one when I started. I had to sign that I read it.

Mr. Macheras: They did the policy, but do we as a Board discuss the Employee Handbook?

Ms. DeVries: We did approve the Employee Handbook

Mr. Macheras: Okay. That was my question.

Ms. DeVries: But I kind of pushed that issue, because when I first started on the Board, they handed me a handbook and I started making comments on it.

Mr. Dale: It was much in need of an update.

Ms. DeVries: It was definitely in need of an update. So, we've approved a new one.

Mr. Colasinski: So, since we've approved that policy by approving the handbook and that is the policy…

Mr. Moller: It's not actually in the policy. It was at the manager's discretion.

Mr. Colasinski: Okay, so there is no policy about that. That is just their perspective on it.

Mr. Dale: I would like to follow up on the handbook, though, because I received a hard copy, but do we have that in digital? On an annual basis, I think it would be a great idea to send it to everybody.

Mr. Moller: I will send it to Jason and Jason can disburse it.

Mr. Dale: Yeah. Having a digital version would be nice.

Ms. DeVries: Maybe we should make that a policy, about what you're talking about, Steve, as a policy.

Mr. Colasinski: Well, alright, we can say something now. As a Board, do we want to provide a bonus to employees who serve during the fiscal year? Is that a criteria that we intend to have?

Ms. DeVries: I think the bonus is kind of like what Rob described, as the golden handcuffs. It's kind of an incentive to stay.

Mr. Colasinski: Right.

Ms. DeVries: It's an incentive to perform, to reach the performance of the organization.

Mr. Colasinski: Well, in some cases, we have people that were there and then the fiscal year was over, but then they've left after the fiscal year.

Ms. DeVries: Oh, I see.

Mr. Macheras: So, they were there during the entire duration of what that bonus was based on.

Mr. Colasinski: Right, but they're not here anymore.

Mr. Macheras: What's the timeframe?

Mr. Moller: I think it all should be based on how they leave the company, if they are voluntarily terminated.

Mr. Macheras: Absolutely.

Mr. Colasinski: That's a performance appraisal issue, not a bonus issue, which is associated with doing performance appraisals and not bonuses. If you have a bonus program, it's a bonus program.

Ms. DeVries: I don't know.

Mr. Colasinski: Unless that's a criteria.

Mr. Showe: I'm pulling up the program that the Board actually approved. So, for under eligibility, it says *"All employees, full-time and part-time, are eligible for the program."*

Mr. Dale: We had to do that.

Ms. DeVries: To be an employee.

Mr. Showe: Yes.

Mr. Dale: That was the guidance that you gave at the time. It is my understanding that if you were to have it for people that left, whatever you do for one, you have to do for all, is basically my understanding of the way that it works.

Mr. Showe: I'm just saying that under eligibility, it says, *"You have to be an employee."*

Ms. DeVries: A current employee.

Mr. Colasinski: But the period for the bonus, they must be an employee.

Mr. Showe: Again, I think that we would look to the Board for, if there are changes that you want to make to that policy.

Mr. Colasinski: But we don't have a policy, is my point.

Mr. Showe: You approved a bonus program that defined the percentages that were paid out and the eligibility was essentially that they must be an employee and achieve a satisfactory evaluation.

Mr. Colasinski: Right. Do we do evaluations?

Mr. Showe: Yeah.

Mr. Colasinski: Where are they?

Mr. Showe: I think, Jim, does them.

Mr. Moller: If the employee received a positive evaluation, they would still be employed.

Mr. Colasinski: Okay. Where are the evaluations?

Mr. Moller: They should be in Inez' office.

Mr. Colasinski: So, my point is that the bonus program should be separate from the performance appraisal system. Any company that I worked at, there's no linkage between bonus and performance.

Ms. DeVries: I've had it linked before, where if the performance appraisals were on a scale and if you're at the top of the scale, you receive a bonus.

Mr. Colasinski: Alright. Is that truly a bonus or your raise for the year?

Ms. DeVries: No, it's a bonus.

Mr. Dale: Yeah.

Mr. Colasinski: Okay. So, what's our scale like?

Ms. DeVries: I don't know.

Mr. Colasinski: That's my point.

Mr. Macheras: We've changed direction, so, I guess the first thing is, do they receive a bonus if they left? Then how are the bonuses based? That's two different conversations.

Ms. DeVries: It is.

Mr. Macheras: For me, if they leave, absolutely not.

Ms. DeVries: No.

Mr. Macheras: And if you found something better, then you found something better. I think with 401(k)s and the other things that we're doing to entice people to stay, I've been with companies and I receive a quarterly bonus, but I would not personally be for that. Then the second part after we discussed that, what are the bonuses based on? I'm not sure, myself?

Ms. DeVries: It's based on having a satisfactory performance review and everybody gets the same as long as you're satisfactory and above.

Mr. Macheras: Okay.

Mr. Dale: Then it also becomes an issue of timeframe. When's the qualifying criteria, at the end of the fiscal year or at disbursement time?

Ms. DeVries: I think its disbursement time. Now, when do they get disbursed?

Mr. Showe: Typically, it ends up being about November/December, because we have to close the fiscal year books to determine that amount of the trigger for what the percentage is.

Ms. DeVries: Right. So, have they gone out already?

Mr. Dale: It winds up being about a month and a half.

Mr. Showe: Yeah, 60 to 75 days after.

Mr. Moller: The pay period right before Thanksgiving.

Ms. DeVries: Okay. So, they went out already.

Mr. Dale: The other issue that we haven't talked about, is retroactively and I'm not just talking last year, I'm talking at any point in time, because we have a lot of hourly employees and especially with the restaurant, we have had a lot of turnover in there and you have to track these people down.

Ms. DeVries: Yeah.

Mr. Colasinski: That's called due diligence.

Mr. Dale: Yeah. If they're moving, it makes it a little more difficult, more challenging.

Mr. Colasinski: It's not something you can't do. It's whether you want to do it or not.

Mr. Dale: But at this point, if we were to do something, it sounds like what we have is existing. Essentially, to do anything differently, we would have to establish, codify a new policy.

Ms. DeVries: Right. So, that would be a workshop item. Right?

Mr. Showe: Yeah.

Ms. DeVries: That would be something that we can talk about at the workshop.

Mr. Showe: This is more of a policy. It's not really a rule. So, you can change it up to a Board vote. It's just a matter of if you want to make the cut off September 30th and every employee as of September 30th is eligible, regardless of the status of when it's paid out. That would be a Board determination.

Mr. Dale: Is this something that we want to add to the workshop?

Mr. Colasinski: We can do that. The other item that I had for Supervisor's Request, was I understand that we are without an Assistant Pro now in the pro shop and we don't have the budget to replace that person. So, as long as we're good with the understanding that unfortunately we don't have the budget to replace that person, I would like to.

Mr. Moller: It would just be a part-time person, someone that can help.

Mr. Colasinski: That's fine, whatever way you want to cover it. I'm just saying to hire someone specifically for that, we don't have the budget t, but if you could pull it in with your budget, that's fine.

Mr. Moller: I understand. We've already had that conversation. I think, before we needed two and now, I think we're good with just the one in a part-time position.

Mr. Colasinski: Yeah. Because we're trying to stay within our budget. Okay. I'm done.

Mr. Rysztogi: I'm done.

Mr. Dale: I just have one issue. I just want to confirm, on Page 1 of the combined Balance Sheet, Jason, what I'm seeing here, when you add up the Series 2020 bond, we have about $250,000 of bond money left. I know we allocated that to different issues, like lake bank restoration.

Mr. Showe: Actually, there is $250,000 left. Now, $159,000 of that is already due to capital reserve, for requisitions that are either in process or being processed back to the General Fund or back to your Capital Reserve Fund. So, really, it's about $89,000, which is below that number. It says, *"Reserve for capital projects."*

Mr. Dale: So, its $89,000.

Mr. Showe: About $89,000.

Mr. Dale: Is the lake bank restoration part of that $89,000?

Mr. Showe: No. I'm going back to our meeting from a month or two ago. Have we already taken that from the $250,000?

Mr. Showe: No.

Mr. Dale: Okay. So, we were talking about, we had roughly about $180,000 of lake bank restoration. Then we had talked about $60,000 for the park. So, obviously, if we're talking pulling $240,000 from $89,000, it's a different scenario than pulling it from $250,000.

Mr. Showe: So, I kind of did just a quick math. You approved two requisitions today. So, if you take the $89,000 and subtract those out, there's about $13,000 left, from the A/C and then I think we still targeted about $7,000 for restaurant equipment, which leaves about $42,000.

Mr. Dale: $42,000. Is that with the $180,000 of lake bank restoration taken out of that?

Mr. Showe: No, the lake bank restoration is in your General Fund as the targeted expense.

Mr. Dale: Okay. So, effectively, of all the things that we talked about, when we did that strategy session and you sent out that great email, the only thing that we have not allocated funding for was the park.

Mr. Showe: Correct.

Mr. Dale: So, instead of $60,000, effectively, we're talking about $42,000 of bond money. That doesn't mean we couldn't spend more on the park.

Mr. Showe: Correct.

Mr. Dale: But in terms of bond money, we have $42,000 available for the park.

Mr. Showe: Correct.

Mr. Dale: Okay.

Mr. Showe: Or any other bond eligible expenses, but yes.

Mr. Dale: Okay. Then what I would like for you to do, please, at the workshop, what you missed, Steve, was we have $42,000 of bond money.

Mr. Showe: I'll verify that. I'll have to dive into that, *"Due to capital reserve."* I'll double check all of that.

Mr. Dale: Because the previous discussion was $60,000.

Mr. Showe: I'll double check it.

Mr. Dale: What we will talk about at the workshop, is whether or not we would want to allocate that entire $60,000 for the park or whether we just want to work that in the framework of the $40,000 and what we would do with that. But that's a good workshop discussion that I would like to have. That was my chief issue other than wishing everyone a Merry Christmas and Happy New Year.

Mr. Colasinski: Are we going to continue the meeting.

Mr. Dale: I don't think there's any reason to continue it.

TENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. DeVries seconded by Mr. Colasinski with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman