

**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, January 25, 2024** 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       |
| Ron Rysztoigi    | 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 with the exception of Mr. Colasinski.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period**

Mr. Showe: We received one public comment from Mary Ann and we'll give her the floor and three minutes.

Resident (Mary Ann Ferrara, Fawn Ridge): I'm fighting a battle with one of the members on my HOA, but I'm also fighting a battle with the new Crane Creek Plaza that is going up on the

northeast corner of Murrell Road and Crane Creek Boulevard. It seems that we have all of these signs that say there is wetland property. They have derricks in there now and they passed the signs going east. So, they're past two of the signs that says, "*Wetlands*" and they're digging and doing all of this. One of my Board Members wants to know what their rights are and what they are doing. She has already contacted Brevard County and wants to know what I call, "*The little sidewalk*." She wants to know if they have the right-of-way (ROW), because it's all flames going down that way, too. So, where do we stand here? Whose property is the CDDs? Who owns the wetland? They just plowed right through, so that here's one wetland sign and here's another wetland sign and they've gone past two of them.

Mr. Dale: Right.

Resident (Mary Ann Ferrara, Fawn Ridge): They already dug up trees. They put in a driveway, which is smack in the middle of the two signs. Before they go any further, because it was dead for a couple of months now, we're getting nervous because once they get started, where are we? It was residentially zoned a couple of years ago,. It was residential and changed to residential commercial and now there's a big sign on the front of Murrell Road saying, "*Crane Creek Plaza*." Who do we need to go to, to see what's going on and what part of the wetlands are they allowed to disturb?

Mr. Showe: I pulled the map up quickly.

Resident (Mary Ann Ferrara, Fawn Ridge): Did I get all of that in three minutes?

Mr. Showe: I think you did great. If it's the property that you're talking about at the northeast corner, it is owned by Watson Realty Group.

Resident (Mary Ann Ferrara, Fawn Ridge): He said he was going to put a real estate office there.

Mr. Showe: But then right behind that, on that wetland, that's actually the property of that entire market, the market street Viera Senior Real Estate. It's not until you get much further in past their property, that it becomes CDD property. So, it would probably be best to go to the county and ask about permits and what all is going on there.

Mr. Dale: Well, there are other components of this, too, I think. I do know where we set wetland signs. I think we generally set them, if I recall, like with Parkstone, where we had an issue and all of that. We generally are probably about 20 feet in front of where we should be.

Mr. Showe: See, I don't think that the wetlands that she is describing are actually part of the whole development.

Mr. Dale: The CDD.

Mr. Showe: It is not part of the CDD.

Mr. Dale: I got you.

Mr. Showe: Because the CDD is much further in off of Crane Creek Boulevard.

Mr. Dale: Right.

Mr. Showe: I can show you. I have got the property map here.

Mr. Dale: Yeah. Let's do that. I don't want to take a lot of time on this, as we want to get through the Board meeting. I want to conference this where everybody has a chance, like during the meeting where you're looking at maps and all of that. But what we do need to do is verify property areas. If it's questionable, I think Jim can get Ed out there to take a look and see if our toes are being stepped on.

Mr. Showe: I would have a hard time looking at the map, just thinking that they were in CDD property at all. They would have had to clear 300 feet.

Mr. Dale: Yeah.

Mr. Showe: But I'll show you the map.

Resident (Mary Ann Ferrara, Fawn Ridge): Okay. She sent this whole thing here.

Mr. Showe: Yeah, we can chat right after the meeting and I'll show you.

Resident (Mary Ann Ferrara, Fawn Ridge): Alright. Because I don't want to go back and wind up with more property.

Mr. Dale: I understand.

Resident (Mary Ann Ferrara, Fawn Ridge): You know how that works.

Mr. Dale: Yeah.

Resident (Mary Ann Ferrara, Fawn Ridge): Alright. Thank you, gentleman.

Mr. Dale: What I don't want is a precedent to be set and for people to have the perception that it's okay to go and start whacking away at Viera East wetlands. So, maybe we do need new signs up where our property does belong.

Resident (Mary Ann Ferrara, Fawn Ridge): Thank you.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the December 21, 2023 Board of Supervisors Meeting**

Mr. Showe: The minutes are part of your agenda package and we can take any corrections or changes at this time or a motion to approve.

Mr. Rysztogi MOVED to approve the Minutes of the December 21, 2023 Board of Supervisors Meeting as presented and Ms. DeVries seconded the motion.

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

On VOICE VOTE with all in favor the Minutes of the December 21, 2023 Board of Supervisors Meeting as presented were approved.

**FIFTH ORDER OF BUSINESS**

**New Business**

**A. Discussion of VEGDA Permit**

Mr. Dale: New business. Alright, let's talk about this waterway.

Mr. Showe: Sure. For the Board's information, we do have a call set with the Water Management District on Tuesday, over a Teams call. So, we've invited the District Engineer, the Chair and myself, to discuss with the Water management District. But by way of background, at about 5:00 p.m. last Thursday, you can see the email that I received, essentially, from the Viera East Gulf District Association, saying that our permit was renewed. As part of that permit, we were told, *"We have to withdraw water from your lakes."* In her mind, they were just making us aware that they were withdrawing water from our lakes and that's not really how the process works. Anyone withdrawing from a CDD lake needs permission. I did point her to the clause in the permit that says, *"Nothing in this permit grants you any property rights at all."* So, there are no inherent property rights granted and they have no ability at this point to trespass or access our property.

Mr. Dale: Right.

Mr. Showe: We do have some agreements with communities throughout the District, where the District allowed them to withdraw water for irrigation purposes and we normally set limits on that. If the lakes go below a certain level, they have to stop. Those are also revocable by the District, so if they are bad actors, we can revoke that license. At this point, again, we're going

to probably try to research some more information, but I have some questions for the Water Management District, in terms of how they came up with this and then most importantly, what is the impact of this, if we allow them to do so? What would the impact be on the remainder of our stormwater system, because everything ties together? They can't withdraw water over here and it not effect something downstream.

Mr. Dale: This actually could affect West Viera.

Mr. Showe: It could affect everything.

Mr. Dale: Yeah.

Mr. Showe: I'm not expert. We're going to depend on the engineer to provide us the technical insight, but it very well could impact everything or it could impact nothing.

Mr. Dale: Right.

Mr. Showe: I don't know. We need to have the conversations with them to get an understanding.

Mr. Dale: The other component of this, that I shared via email with you, is yes for me personally, I would like to see some kind of engineer study, some kind of professional study, which is what we're talking about. But the other part of it is, I also want to look at it from a wildlife perspective. What does this do to our herons, our fish, our gators, all of the above? That area is real close to the largest Scrub J habitat probably in the country, if not the world. So, that has an impact and we do have eagles and things like that. I want to see from a wildlife perspective what that does too.

Mr. Showe: Yeah. We want to just make the Board aware in a public meeting like this, the issues going on. We're working through it with all of the professionals and we'll bring you back more updates as soon as we have it. But I figured since you guys had a meeting tonight, it would be a good time to bring it up.

Mr. Macheras: Is this on Tuesday by phone?

Mr. Showe: Yes, it's on Teams, so it's kind of a video conference.

Mr. Macheras: Okay.

Mr. Dale: I assume we would make it available to other Board Members, but the problem is the Sunshine Law.

Mr. Showe: Correct. With the Sunshine Law, we can only have one Board Member. As typical, when we meet with Water Management Districts, we like them to take notes and send us

a recap of the meeting, so that we can confirm our understanding is the same as theirs. They tend to talk in a lot of technical language that I'm not well-versed in. So, we want to make sure we are clear on what they're saying and what the impact is.

Mr. Dale: Right. Do any other Board members have any additional questions on the issue?

Mr. Showe: Right in that first letter that they get after, "*Permit*," it does say, "*This permit does not convey to the permittee any property rights nor any rights or privileges other than those specified, herein.*" Just because they were issued the permit, does not give them the right to just immediately withdraw. We did have the Viera East Golf District Association draw us the map that's included, where they mark in purple the four places where they're planning to withdraw, per the permit.

Mr. Dale: Okay.

Mr. Showe: I'm just trying to give you all the information that we have and we'll keep you up to date as we move through that process.

Mr. Dale: Okay.

**B. Discussion of Contract with Unique Webb Consulting**

Mr. Dale: Alright, let's move on to discussion of contract.

Mr. Showe: Sure. Obviously, we'll let Michelle go over some of this, but by way of background, her original contract was signed in February of 2021. It was a contract that was for one year and two renewable terms, which is going to be expiring in February. We also know that there's been some changes in terms of her scope of work that we approved as a Board, but it wasn't spelled out specifically in the contract language. So, we've taken some time. Michelle has been kind enough to draft up a new scope of services, which is in front of you. I didn't get the latest changes you had, if you want to go over it. I have the marked-up changes and then we also use the old version of the original front end document, which is the Media Services Agreement. So, this is the same contract that the Board approved. It just has updated terms.

Mr. Dale: At this point in time, Michelle, if you'd hold just for a second, for this portion of the meeting, I am going to turn the meeting over to our Vice Chair and recuse myself from this portion of the meeting, for obvious reasons.

Mr. Showe: For the public purposes of the recording, we'll note that obviously Rob has already submitted his conflict, as he has a statutory conflict with Unique Web. He has submitted that in writing via prior forms. So, he will have to recuse himself from the room and then we will have discussions.

Ms. Webb: When I submitted my last bill, there was a question, based on my bill, of what my services were that were provided. So, I'm giving a scope of service from November to December, of what I did for everybody. So, if there are any type of questions of how I've changed, when I did start taking over for the District, there was one website and one Facebook page, which was for the Viera East Golf Course. Now, you'll notice on my proposal that I now manage six Facebook websites, two Instagram sites and we've also added two websites for Hook & Eagle. As you notice, under my services for November and December, I actually created the website for Hook & Eagle, because when we took over it from Jeff and Lillian, Lillian owns the right to the WIC account that it was under and we were only given the rights to [HookandEagleTavern.com](http://HookandEagleTavern.com). So, I had to recreate it and rename it [HookandEagle.com](http://HookandEagle.com), in order for us to have the website back up. We also had to redesign the menus for the restaurant. Those are bigger things that we now have them going on, which takes some time away from the social media account and other things that I was doing, because not having a restaurant menu or a website, is detrimental for the restaurant. So, it just kind of shows you the things that I do and did without an additional charge. I know that I probably should have charged you guys, but like I said, I try to balance my time to those things that were more priority for the District. But at this point in time, I did break the bill down and the Board agreed in the past, that I would get paid \$1,200 for the Farmers Market and \$1,200 for other services. But honestly, if I really break that down, the \$1,200 for other services is 75% under market value of what you would get if you had hired somebody else. So, I wanted to combine my contract, instead of me having to say, "*I spent this many hours on the Farmers Market,*" which I'm going to do anyway and we're going to continue to do, that my contract basically says that. I did increase it by \$200. I think I'm asking for \$2,600 a month, instead of \$2,400 a month. Then I also wrote down additional fee services, in the event that I feel I have to charge one. I'm asking more than I need to, so you guys would know what my fee would be. I could go to Jen, say, "*Hey, if you want me to add another account, it's going to cost me this much money.*"

Ms. DeVries: Can I comment on that?

Ms. Webb: Sure.

Ms. DeVries: Because one of the things that has happened, even at the Board meetings, is if we say, "*Michelle, can you do this?*" and she says, "*Sure,*" then she just has more and more and more on her list that just keeps growing. So, what we want to do, is we want to make clear what her scope of responsibilities are, for the amount that she charges us monthly. Then if there are additional things, she can tell us how much it would cost to add those things.

Ms. Webb: Yes.

Mr. Macheras: What is the charge for?

Ms. Webb: Additional responsibilities as agreed and approved.

Mr. Showe: Jennifer, Michelle and I, worked on some of the language that is in there. I know there were some challenges, with the management of certain specific projects and things that she was working on. So, I think we've worked to make sure that this contract spells out that changes to the events, are at her sole discretion, as the person hired to manage those events.

Ms. DeVries: Yes.

Mr. Macheras: Just to reiterate, it's been \$2,400 for two to three years.

Ms. Webb: Yes, since March of 2022.

Mr. Macheras: Yes, it's been that way for a couple of years.

Ms. Webb: March of 2022 is when they agreed to change it.

Ms. DeVries: It is less than inflation. That's how I view it.

Ms. Webb: Like I said, I've added a lot more. I used to provide a breakdown of all of the accounts, but as I got busier, those types of things were a little bit harder to get on top of, under time management. So, instead of just saying, "*I'm only going to work this many hours a month and I will provide these things,*" for six hours of management consultation, that primarily has been my time used at the restaurant, to help Jen get things done things done. I value the District, as I am a member and I know how much these contracts really cost. If I went to Duran or to one of these bigger ones and I said, "*I'm going to do all this,*" they would not be giving this fee.

Ms. DeVries: For just the newer members, we put this contract out to bid a couple of years ago. I don't remember exactly what the bids were, but they were at least twice what we're paying.

Mr. Showe: Yeah.

Mr. Macheras: Before you, the Board did not have anybody to do any of this?



Ms. Webb: No, we had nobody to do any of this kind of stuff.

Mr. Showe: Everything was done in-house as part of the employees. There was nobody dedicated to that function.

Mr. Macheras: Is this like what you mentioned earlier? Is it a one-year contract renewal for three years?

Mr. Showe: Sure. So, it's the exact same term. The term is for one year and would be automatically renewed for an additional two years after that, unless it's terminated. The termination is kind of our standard clause.

Ms. Webb: I think there is seven days' notice.

Mr. Showe: Yes, seven days' notice.

Ms. DeVries: So, Michelle, did you want to say anything else, talk about any of the other parts of this agreement?

Ms. Webb: Well, for the area of invoice of payment, we try to break it down a little bit more, for expenses, because it says, "*Expenses, including the monthly fee.*" I would provide my service, my laptop and cellphone. Those are all of my costs. as well as ink and copy paper for the Board reports that I do. If you guys are ever interested, I did print out just a small amount of the events that I created for the District. You guys are more than welcome to look through all of the different things that we've done, as well, as I create these. So, its not just, I'm doing them. I have to create the flyers. We put the flyers out. We have the Super Bowl coming up and things like that. But we have Feud Night, which I run. It's not that I'm hiring it out. I'm actually running it. I'm setting it up, creating the event and running it. Right now, I'm going to market. Hiring for the guy to come and do a feud, is \$350 a night. So, you add that service time. If I do it twice a month or four times a month, that's your cost. Even for Music on the Patio, I'm hiring someone. I'm not just hiring my friends. I'm also looking at what kind of following they have and how this is going to bring revenue up. I'm sure if you guys need to know the data, data is a big thing. I love giving you guys data, but the one thing that's hard for me to do, is to provide you with my data, but I can tell you Hook & Eagle's profits on the night that we have Music on the Patio, compared to another one. But I don't have access to that. You can ask Jim for that, before they kept saying, "*Well, how much are you bringing in for the Farmers Market*" and "*How much are you bringing in on the advertising on the park?*" Well, right now I don't have a lot of time doing that, because I've been making websites and doing the other things. So, you need to understand that for a lot of

the time management, yes, I do bring revenue. The Farmers Market on average has been bringing about \$500 a month in, on top of that. I think you guys made about \$6,000 this last year, from the beginning of 2023 to end of 2023. The park, I've had a lot of people wanting to renew this month, because it's a write off for them for the new tax season. So, those bills are going out. But I do all the billing and the money goes directly to Jim. So, a lot of what I do, like the local advertising costs and things like that, are paid by the District. I did get my credit card. What was happening before, it was all going under my business and then I had to bill. Sometimes my billing time is behind what I actually already paid, so, I was getting interest on that type of money too, which I did not pay you guys back for. So, what I'm trying to do with this contract, is to make it one set fee. I'm not having to outline that I spent five hours this week at the Farmers Market. I check the Farmers Market email every day and I get probably six to twelve people saying, "*We want to come to your market.*" So, I have to send them the application and if I don't hear from them, I follow up in a couple of days and asked if they're still interested or they send it back and I have to ask for pictures. So, there is a process. I'm trying to make sure that I still bill them, just like I normally do. I won't have to add so much of the advertising fees now, because it will go directly to billing, but I'll still have to show them the receipts coming up. Then the assumptions as well of that area, I did put that in there, because managing events have the authority to decide if events are postponed or cancelled. We can add that in there. Independent freelance blogger, was a site that I was asked to create last year. We still have that, but it is, like I said, I won't be the one paying for services under that, because it is something that was requested by one of the Board Members to do. We broke it down a little bit more intensively of the contract that it was before.

Ms. DeVries: Jason, correct me if I'm wrong, but from a Board perspective, Michelle's contract is expiring at the end of February. So, she has prepared this for us to review and make sure that we're okay with it as a Board. The other option is that we could put these services out for bid, if we so choose and that is something that is a Board decision, if we want to do that again or if we just want to renew her contract under these new terms.

Mr. Macheras: Two questions and we don't need to have an answer tonight. For any residents that are listening or following up later, I think at our annual budget meeting, if anyone questions whether you or any other company, in my opinion as a resident versus a Board Member, are getting a good return on investment. So, remind me, on the credit card, is that

something that you have up to a certain amount without us asking or do you just use it and then turn the receipts in when the bill comes due?

Ms. Webb: That was my understanding, because the spending limit was up to \$10,000, but if I'm going to make a purchase, one of the bills that I just submitted was for a heater for the patio, for when it is cooler out there, because we have events coming up. Jim and I have already talked. We spent the last two months, trying to figure out what was going to be best. We're probably going to get maybe eight heaters, where we're going to have to use one of them, because now that their flaps are down, it kind of stays a good temperature in there. We did have an event that was out on the patio where it got too cool and we had to move it inside the restaurant. If there were any patrons inside the restaurant, we graciously asked, "*Are you guys okay if we move this inside?*" And they said, "*Sure, that's fine,*" but if we would have had the heaters running, we might not have had to do that. So, I did get approval from Jim to buy them and I have received questions about it. But I actually saved you about \$200 getting them when I did.

Mr. Macheras: And that would be an item that I assume belongs to us.

Mr. Showe: Correct.

Mr. Macheras: I'm just curious how all of that works.

Mr. Showe: Yeah. Typically, what will happen is she'll purchase something, she keeps the receipt, she turns it in and then the accountants will reconcile those when they make the payment.

Ms. Webb: If you wonder why I buy something, I do check with Jim.

Ms. DeVries: I wonder if we should add the credit card to the expense section of this document.

Mr. Macheras: As far as how it is going to be used?

Ms. DeVries: Yes.

Mr. Macheras: I think that just protects everybody. That's all.

Ms. DeVries: Exactly.

Ms. Webb: There are going to be some things for Unique Webb Consulting that I am going to purchase, like for Casino Night.

Mr. Macheras: Consumable tight items.

Ms. Webb: Right. Some of that, I will probably keep as my cost for doing it, because I also get a tax write off and I need expenses off of my business. So, I'm not going to come back

and say, *"Hey, now you guys owe me for all of these boxes to put prizes in"* and things like that. So, I do try to do as much as I can to not charge the District for things, but yes, I can put that in there. Normally, things that I'd only be putting on the credit card would be ads. Sometimes it's ads in Facebook, because if I roll them, it just gets charged. It depends on how many days you run the ad and how much. I know the restaurant has asked me several times to post an ad for labor and hiring people. So, those are the kind of the things that go into that and it gets costly. It could be like \$200 a month. The bigger ones like *Viera Voice*, they bill directly to the District. I try to get it that way for those things. I think I've only had to use the credit card for Canva. When I bought the Canva for the employees to use, because some employees were going online, I gave them access to my business one, but things were disappearing. They needed to be more on their own and I've been doing training classes for them as well, because that way they have access and then whatever I create for the restaurant, they can go right there and get it. So, those type of things, I've called Jim and said, *"Hey, do you mind paying for this, because it's a renewable account."* I did not know if he would always be here and I don't want to constantly renew it online with a credit card. It's not knowing if I'm going to always be here. I don't want to constantly renew my credit card.

Ms. DeVries: Are there any thoughts or questions on this?

Mr. Rysztogi: Yeah. As far as the entertainment aspect, do you keep the same entertainment month after month? In other words, for the karaoke, for the DJ service, is it always the same company all the time?

Ms. Webb: Well, not all of them. For Music on the Patio, I've had different vendors.

Mr. Rysztogi: No, not the music, but the karaoke and the DJ service, that's always been the same, Rock Star Entertainment.

Ms. Webb: Yes, because of the crowds that they follow. You have to understand that lot of the services that we go out and look for, is what they bring with them. I know several other karaoke companies, but they're not going to bring us any of that.

Mr. Rysztogi: Okay.

Ms. Webb: I mean, people will start, but I have people now coming from Tracy's, who have Big Johnson out there and saying, *"They need to replace him."* So, we do have one of the better ones and they are very known in Brevard County.

Mr. Macheras: I met someone a week ago, and told them about what we do at the Hook & Eagle and I said something about the karaoke and they knew him.

Ms. Webb: Yeah, they are very well known.

Mr. Macheras: I don't know them but evidently, people follow where those people are going.

Mr. Showe: Yeah, but Ron, nothing precludes her from using somebody else, if she finds somebody else that has a bigger following or wants to do a different night.

Ms. Webb: Right.

Mr. Showe: There's no obligation that we have to use them or need to make variations to the entertainment, but if everybody's happy with the same one...

Ms. Webb: We have been full, the majority of every Friday night. The only time we've ever not been full has been weather related, when people don't want to come out.

Mr. Macheras: I think with The Music on the Patio and to piggyback with what you're saying, the karaoke thing is who they are.

Ms. Webb: Right.

Mr. Macheras: The performance is us. But if the patio was set up differently to get new people in, I agree with you, that we don't have the same person. So, that to me, it is a little bit more important to get new voices out there and new people. Brevard County's has a ton of people that entertain.

Ms. Webb: Oh, yeah. The biggest thing is they're Brevard County wide. Some of the karaoke people are just kind of in one area. They go all the way down to Palm Bay. They go all the way up to Titusville now and these people come follow them. So, we have people that come all the way from Palm Bay, into our area for them, which is what you want, because you want them to want to come and follow them. The first and second times that we had Lacey on stage, she filled our patio, but the third time that we had her, it was raining, cold and windy and she still had probably about 15 people come out, because she was there. Of course, we have our typical group that come out. So, they do have a following, just like Michelle. We were going to be out on the patio and it was going to be in the 40s. We didn't really have the heaters yet, so we brought her inside and she filled the restaurant. They're not like bands. So, you have to know that these people have people that want to come and hear them, because they're not out singing all the time. So, when they get booked to sing at an establishment, people come.

Mr. Rysztozi: Yeah, I just want to make sure the entertainment is fresh and exciting.

Ms. Webb: Oh, yeah. I make sure of it.

Mr. Rysztozi: It's not, "*Oh, here we go again*" and then they stop coming.

Ms. Webb: We haven't experienced that.

Mr. Rysztozi: Okay.

Ms. Webb: On an average, Rock Star Entertainment brings about 35 people every Friday. That's just them.

Mr. Rysztozi: Right?

Ms. Webb: That's not on us bringing in more people. That's them coming because they are there.

Mr. Rysztozi: But if 35 people are singing the same songs, doing the same thing, I wouldn't want to come.

Ms. Webb: No, it's totally different. It's not the same people.

Mr. Rysztozi: Okay.

Ms. Webb: And there aren't going to be those followers.

Mr. Rysztozi: Followers are good.

Ms. Webb: The nice thing about it, Ron, is that the people that come with them, have become like a Cheers bar, where everybody know their name and then people bring their friends.

Mr. Rysztozi: Right.

Ms. Webb: We did have an acoustic problem for a little while and some people complained about how loud it was, but that was going to happen no matter what.

Mr. Rysztozi: By the way, did we put panels in since then?

Ms. Webb: Yes. Jamie put panels up and it's been balanced out a lot nicer now.

Mr. Rysztozi: Okay.

Ms. Webb: It's not as bad. They're a lot nicer.

Ms. DeVries: Jim, do you have any thoughts on this?

Mr. Moller: No, nothing you guys haven't touched on.

Ms. DeVries: Okay.

Mr. Showe: Obviously, you've added some additional roles that weren't contemplated in your original contract, although the Board approved them. I think this just clarifies a lot of the roles and responsibilities as they've evolved in a more contract form.

Ms. Webb: I want to note too, like the QR codes, when I make a QR code, I can track that QR code. It tells me how many people scanned it, how popular it is, how long, the last time it's been scanned, especially on the golf carts, as there have been over 2,000 scans off the golf cart restaurant QR code. So, that tells me people are looking at it and it's important for that. So, a lot of the things that I do create for you, I can pay attention to it. I just don't make them throw them out there, unless it's an event and it's just for them to buy tickets. Like, we have Casino Night right now and every time we have it we get we got more people. We' have about 65 tickets for Casino Night now. So, it's going to be a nice Saturday night.

Mr. Macheras: Then you have to spread it out with the space heaters.

Ms. Webb: Oh, yeah. We're going to use the corridors. It will be a nice night, but these are people that aren't coming, that are normally people that come to the Viera East golf course. So, that's the biggest drive of having these bigger events. This is for the SPCA and it's also through my business. So, it's not a direct collaboration against you guys as a government. We're trying to bring in more events that are for the community. As long as I'm still here, I'm going to be doing Art in a Park in March for the kids, so they can come and learn different ways of doing art. We put up chalkboards at the playground, so the kids will actually have something that they can draw on. I have a book library that we're going to put up in the park, so that there's an ongoing book library. So, I do have things that we're going to be doing.

Ms. DeVries: Like a book exchange.

Ms. Webb: Yeah. So, we can put books in there that they can take them home and read.

Ms. DeVries: And bring them back.

Ms. Webb: And bring them back or their parents can say, "*Oh, I want to change this book for that book.*" It's very popular these days.

Ms. DeVries: So, I think the action for us, as a Board, is to review this and talk about it at the workshop.

Mr. Rysztogi: Okay.

Ms. DeVries: Then by the February meeting we'll have to make a decision.

Mr. Rysztogi: Sure.

Ms. DeVries: But I'd like an indication at the workshop, of where we're going with this.

Mr. Rysztogi: Yeah.

Mr. Showe: Alternatively, if the Board is comfortable, you could approve it this evening, subject to final changes. But it's really up to the Board's discretion.

Mr. Rysztogi: What was the date that you originally started, not the exact date?

Mr. Showe: It was February 2021.

Mr. Rysztogi: Okay.

Mr. Macheras: If a motion was made to approve it, for one year with the stipulation of an additional procedure for a credit card process, could we do it that way?

Mr. Showe: Yeah, you could certainly approve Ms. Webb's agreement tonight, in substantial final form, with some clarification on the credit card and we could just have it executed and go forward.

Ms. DeVries: So, you don't feel like you need a chance to digest it?

Mr. Macheras: No. I'm okay with that.

On MOTION by Mr. Macheras seconded by Mr. Rysztogi with all in favor the Media Services Agreement with Ms. Michelle Webb for one year, with the option to renew for two years, based on the addendum for a procedure for the credit card process was approved.

Ms. Webb: Thank you. I will continue to work hard for you.

Mr. Rysztogi: We appreciate the hard work.

Ms. DeVries: We do appreciate it.

Mr. Showe: We'll make that change over the next day or so and have it fully executed.

Ms. DeVries: Okay. Rob can come back.

**SIXTH ORDER OF BUSINESS**

**Old Business**

**A. Action Items List**

Mr. Showe: The next item that we have, is just the quick action items. Obviously, the first two items, we're still pending the final review of the engineer on the stormwater maps. I think he's very close. He presented us a sample of what it looks like and I think we've provided him some feedback and are just waiting for it in final form. As far as the driving range parking, the survey is complete. So, we're giving the payment out to that vendor and they will release the survey to the engineer, who can start the process for permitting that parking lot.



Ms. DeVries: We also have the newsletter on the Action Items List, to get some clarification. I think there was some information we wanted on that, but obviously you guys can do that.

Ms. DeVries: Okay. I would like to get that out, right before hurricane season.

Mr. Showe: Okay.

Ms. DeVries: Like April.

Mr. Dale: That makes sense.

Ms. DeVries: Yeah.

Mr. Dale: Because then we get to tell people, "*Don't stack your stuff on the drain.*"

Mr. Showe: I'll tag that on the Action Items List, as something that we'll keep an eye on and keep it aligned for those dates.

Ms. DeVries: Okay.

Ms. Webb: Are we still using the same articles?

Ms. DeVries: We'll have to look at them to make sure, but I think so.

Ms. Webb: Okay.

Mr. Dale: We'll update.

Ms. DeVries: Yeah. Most of its written already. We were just missing the Engineering Report and a couple little pieces and edits.

Mr. Dale: Wonderful.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. General Manager's Report**

Mr. Dale: General Manager?

Mr. Moller: Alright. I'll start with CDD maintenance. First off, for the fire lines, Ed is just waiting for ground conditions to approve, before we get rocking on those. We actually went for a ride in the scrub areas, on Tuesday. It was amazing. There is water where there should not be. There's so much water out there. Other than that, American Shoreline is doing lake bank restorations. They are in Collingtree right now, on Lake 23. When they finish that, they'll move on to the next lake. They re-mulched the kid swings and the spider nets in the park.

Mr. Dale: Nice.

Mr. Moller: They put it down extra heavy underneath the swings to try to help with that.

Mr. Dale: I hope they took the mats out before they did that.

Mr. Moller: I don't have it.

Mr. Dale: We'll take a look.

Mr. Moller: Other than that, we're still shopping around for prices for artificial turf for the large dog hills. Then we'll freshen the big dog hill once we put some new sand in that area. The sidewalk repair on Morrell Road, in between Irongate Drive and Clubhouse, I received an initial quote for that, which I thought was a little high. So, I had Ed try to get a second quote, to see how that stacks up. This quote came in at \$14,670.

Ms. DeVries: How much sidewalk?

Mr. Moller: 112 linear feet or 896 square feet.

Ms. DeVries: That seems kind of high.

Mr. Moller: I think a lot of it had to do with just logistics, because of where the sidewalk is. They can't just pull trucks in there and pour. They had to pump it in. So, I just wanted to get a second number, to compare and if they're way off, then we'll get a third.

Ms. DeVries: Okay.

Mr. Dale: Where is this again?

Mr. Moller: In between Irongate Drive and Clubhouse Drive.

Ms. DeVries: Where is Irongate?

Mr. Moller: These are some of the pictures that were sent before.

Ms. DeVries: No. That's also Clubhouse Drive. So, Irongate Drive would be in the other direction. It must be by the cart barn or towards the cart barn.

Mr. Macheras: That would be the east side on Murrell Road.

Ms. DeVries: Oh. Is it on the east side?

Mr. Macheras: That's not called Clubhouse Drive on the other side, is it?

Ms. DeVries: It is.

Mr. Macheras: I could be wrong.

Mr. Dale: No, I know Irongate.

Ms. DeVries: Is Irongate by Osprey Lane?

Mr. Macheras: No, because Clubhouse Drive isn't over there.

Ms. DeVries: Okay.

Mr. Dale: Actually, isn't that the entrance to Osprey?

Ms. DeVries: Okay. That's why I'm thinking that its Osprey.

Mr. Dale: That's why it's sounding familiar.

Ms. DeVries: Yeah. Okay. It's between the Villages at Viera East and Osprey.

Mr. Moller: Yeah.

Ms. DeVries: On the east side of the road.

Mr. Macheras: That makes sense.

Mr. Showe: Along Iron Drive.

Mr. Moller: Irongate Drive.

Mr. Macheras: That would make sense.

Mr. Dale: Yeah, Irongate is the short little entrance.

Mr. Moller: To the apartments and condos.

Mr. Showe: There's no address there.

Mr. Dale: Ah.

Ms. Webb: It's across from us. Irongate is on our side.

Mr. Dale: And the other side.

Ms. DeVries: Okay, so it's the west side of the street, between the cart barn and the apartments.

Mr. Moller: The east side of the street.

Ms. DeVries: Alright.

Mr. Dale: That is our area?

Mr. Moller: Yeah. This was a while ago. Some pictures were submitted.

Mr. Dale: Okay. Alright. We don't want to talk about that.

Mr. Showe: Yeah, I'm looking at it. The sidewalk falls on ours.

Mr. Moller: But anyway, we have one quote for now.

Mr. Dale: Alright. I got you. I know where you're talking about. If I'm not mistaken, there are a bunch of Oak trees along there.

Mr. Moller: Yes. Anywhere there are sidewalk repairs, there are going to be Oak trees.

Mr. Showe: That is throughout the State of Florida.

Mr. Dale: That's probably tearing it all up. Yeah. Okay.

Mr. Moller: The culvert repair in Bayhill, they have been inspecting it. He wants to wait for the water to drop a little bit more before they do it. They have inspected the water flow, so it is still flowing, but it's not at such a severe angle that he's worried about any more compromise.

So, as soon as the lake level drops a little bit more, they will get in and knock that out. We're talking about the hurricanes and sacking of debris. The City of Melbourne has drain tags on their culvert drains along the roads. All drains lead to the lagoon. I think it would be pretty inexpensive for us to put some tags on all of our District drains, just to remind homeowners not to pile up debris and stuff like that. Some of the sites that I looked at, you can have it say basically whatever you want. So, they had wetlands and water, basically lakes.

Ms. DeVries: It can say, "*Do not block.*"

Mr. Dale: Yes.

Mr. Moller: No. They're all pretty simple. It was like, basically, "*All drains lead to the wetlands,*" "*All drains lead to ponds*" or "*All the drains lead to the lakes.*" So, we can have it say whatever. I mean, I was thinking wetlands might work for us and you would have a picture of some wetlands.

Mr. Dale: Wetlands or waterways or whatever.

Mr. Moller: It all drains into waterways.

Mr. Dale: But I think they also say, "*Do not block*" or "*No rubbish.*" Something like that.

Mr. Moller: Right.

Mr. Dale: What it does, is it gets people to think twice before they start stacking on the storm drain.

Ms. DeVries: Right. The issue that we had was not with our drain.

Mr. Dale: Well, ironically, the hurricane issue we had last year, it was not our drain, but it was our waterway and we're the ones that took the blame for it.

Ms. DeVries: Right.

Mr. Dale: But it was actually a county waterway. Somebody dumped a huge branch from an Oak tree and then the palm fronds caught onto that. Bill, that's across the street from you.

Mr. Macheras: Yeah, that was Summerville.

Mr. Dale: Yeah.

Mr. Macheras: I think I came to that meeting as a resident. It seems like the Board talked about, maybe a process of them checking them in the future. Did that go anywhere? I can't remember the exact conversation, but there was some talk about that, even if it wasn't our responsibility, because you don't know if it's there until that happens.

Mr. Showe: That's part of what we're going to use, that stormwater for. I think that was the thought that Jim and I had, when we get the stormwater inventory.

Mr. Macheras: Okay.

Mr. Showe: That will give Ed almost a checklist, so he can go out and say, "*Okay, check this one, check this one, check this one.*"

Ms. DeVries: We're checking it out.

Mr. Showe: Again, when you're talking about things in the pipe underground, there may not be a whole lot that you can do, but you can take a dip net down into some of the roadside drains and try to sweep them out and see what you can find. But it will give him a checklist.

Mr. Macheras: Okay. I think that's probably the best use of that inventory, as it clearly lays out what is ours and you have a list and he can just go down and check off each one.

Mr. Dale: You know, we're going to be talking job descriptions later on in the meeting, but that's an excellent bullet point for Ed's job description. Okay, what else do you have?

Mr. Moller: That's pretty much it for CDD golf course maintenance. I'm still working on revising the greenside bunker quote and I'll have it for the February meeting. As of right now, we've broken it up hole by hole, as far as square footage and we're working on some mapping. Now for the bad news, the financials. As of yesterday, golf was only sitting at \$110,000. Last year, for the month end, we finished at \$202,000. Food and beverage were at \$46,000. Last year, it was at \$50,000. Obviously, this has all been affected by weather. In January, we had eight days affected by the weather. In December, we had five days. Obviously, rain saturates the grounds, winds, forecasts, is scaring golfers away. We had one day where we were totally closed. We had multiple days, where we were nine holes only. So, we decided to let people walk. Now one of our policies, is when we are too wet for carts, we're open for walkers, as long as we don't have a lot of standing water and it's just totally unplayable. If it's too wet to get a golf cart through, but not too wet for someone to play, we'll open up nine holes for walking only.

Mr. Dale: I think that's a wonderful idea.

Mr. Moller: I did purchase eight \$45 pool carts that we will rent for \$8 each.

Ms. DeVries: That's very smart.

Mr. Dale: Very smart.

Mr. Macheras: For the nine holes, do you make that distinction based on the shape of the golf course?

Mr. Moller: Yeah, nine times out of ten, it will be the back. The back nine is the dryer of the two nines.

Mr. Macheras: Okay.

Mr. Dale: Jim, I don't want to just gloss over this, either so let me break this down a little bit. How much money did we make last Saturday, roughly? I don't need an exact amount, but did we make \$8,000, \$9,000 or \$10,000?

Mr. Moller: Last Saturday, we we're closed. We were rained out.

Ms. DeVries: No, last Saturday was good.

Mr. Moller: The Saturday before last, we were rained out.

Mr. Dale: Yeah.

Mr. Moller: Last Saturday, we made about \$8,000.

Mr. Dale: About \$8,000.

Mr. Moller: Actually, today on a Thursday, we were sitting at \$9,000.

Mr. Dale: Right. Would it be safe to say that on a Friday, Saturday or Sunday, on a decent weekend, there is roughly \$20,000 in revenue to the course?

Mr. Moller: Probably more.

Mr. Dale: Okay. Alright. And that's where I'm going with this. I'm not happy about the weather, but we have no control over that.

Ms. DeVries: Right.

Mr. Dale: When we're looking at the financials, it's not just the golf course, it's also the restaurant, because I was looking at beer sales. It's amazing how the beer sales, even for our slower months, were better than when we hit December and started hitting all the weather.

Mr. Macheras: It wasn't that far off or it could be the night or weekend business, but the restaurant is not that far off. Right? It was \$4,000 or something.

Mr. Moller: Yeah. But with the restaurant numbers, you can actually see the ebb and flow of the restaurant numbers with the weather?

Mr. Macheras: Oh, sure.

Mr. Dale: Yeah. So that's my point. This probably affected four to five weekends. So, even if you just say it's only three weekends, this effectively cost us probably \$60,000.

Ms. Macheras: Yeah. I think just to piggyback on that, I commend Jim and your staff, for thinking outside of the box. Because I don't know of any other golf courses that I play at, that

would do that. I don't have a cart, so I'm going to rent one. So, to me taking those steps, things we can't control, but things we can, that's what I look at and I like, where you're headed towards those things, because we're in Florida and so, its going to happen and I think that's two good steps on your part.

Mr. Dale: Yeah, that was very proactive. I appreciate that.

Mr. Moller: I've been a Superintendent in the golf industry for over 20 years. Actually, this past Monday, I went to a Superintendent event over in Winter Haven. There are guys that have been Superintendents for 30 to 40 years and they're saying this is the worst, if not the second worst Winter that they ever experienced. I played the country club of Winter Haven, and there was turf disease everywhere. We have some disease on the golf course in areas that we don't treat, because it's not feasible to treat that much acreage. But I can say that our greens are still phenomenal.

Mr. Dale: Didn't I hear a rumor that another place may be on the other side of I-95?

Mr. Moller: There are some golf courses in our area that have gotten hit pretty hard with some turf pathogens on their grains. Regarding, golf operations, our new cart fleet was delivered Tuesday and Wednesday.

Ms. DeVries: They look beautiful.

Mr. Moller: They are absolutely gorgeous. I heard a lot of comments. The color is Space Gray. That is the brand-new color from E-Z-GO. It basically doesn't show dirt as easily. It was funny, I was talking to the service tech that came out. We were probably one of the last courses with green carts.

Mr. Rysztogi: What did we do with the old ones?

Mr. Moller: They take them back as part of the lease. We have been getting a lot of positive feedback from the golfers, especially with all of the new designs on the 23 carts and the pedal figuration, as the pedal is no longer on the floor, which used to catch a lot of debris and dirt. Washing it out was a pain in the butt. It's almost like an automobile, where it's actually hanging from the floorboard and the pedals are elevated off of the ground. They redesigned the dashboard, so there's more room for phones, range finders, drinks, stuff like that. They're really nice. The biggest downside to the new carts, which I didn't think about, but I'm starting to hear about, is the roof design. The roof design has drain holes, which go into the two front supports, which are no longer steel and are now aluminum, which everyone that has the range finders and

the speakers with the magnets know, don't stick. The steering column is still metal, but the rear supports for the roof are still metal, but that's an easy fix. I can get with Ollie and Pete and we can buy some cheap flat stock that have the window bolts. We can just put a piece of flat stock there and they can still have their magnet. So, that's not that big of a deal. I know we've had some questions with the increased salary of the new Head Pro and things like that. So, I kind of put together some notes from some of our sit downs and our talks. In his first year, he's been knocking lessons out of the park and is anticipating probably \$10,000 in lessons, as he starts to build his client base. He's doing a lot of junior lessons recently.

Mr. Dale: What percentage of that does the course get?

Mr. Moller: You'll get 50%.

Mr. Dale: So, that helps to offset his salary, basically.

Mr. Moller: Yes.

Mr. Dale: Okay.

Mr. Macheras: How do we advertise that? Is it on the website or word of mouth?

Mr. Moller: As of right now, with him still being so new and trying to get clients, it's just been word of mouth.

Ms. Webb: We've got a plan, but he needs to get settled into his routine.

Mr. Moller: Yeah.

Ms. Webb: He just started in November.

Mr. Macheras: Oh, yeah.

Ms. DeVries: My understanding was, he gave a little mini lesson to the VELGA 9 group.

Mr. Dale: Yes.

Ms. DeVries: There were 40 of them.

Mr. Macheras: I think the High School All Space Coast Conference came out a couple of weeks ago. We have a Sophomore that was shooting a 68. So, we got some young talent.

Mr. Moller: With that being said, hopefully we will now be the host of Viera High School.

Mr. Macheras: Oh good.

Mr. Moller: We'll be their home course.

Mr. Macheras: We're already the home course for West Shore.



Mr. Moller: We were. The Head Coach has a lot of say in Districts. So, if we have Vieira as our home course, we will have the Florida State Districts here.

Mr. Macheras: Sweet.

Mr. Dale: There are other things too. It's too early to make any announcements, because things are still in the planning, but there's a lot going on with the public school system, where they want to work with us on quite a number of things.

Mr. Macheras: Good.

Mr. Dale: In PGA magazine, they had a great article out, which said that roughly half of the golfers out there, are under the age of 40 and that is a huge market, which was the gist of the PGA article. Therefore, by tapping into the public school system and other things, maybe that helps us with that demographic.

Mr. Moller: Speaking of Juniors, I don't want to put too much out, but he's going to get with you on a Spring Break Camp from the 25<sup>th</sup> through 29<sup>th</sup>. He's thinking about an hour or two.

Mr. Dale: He?

Mr. Moller: Dave.

Mr. Dale: Okay.

Mr. Moller: Just because all we offer is golf and trying to have kids. If it was more than two hours, they lose interest and it just doesn't get as productive. If we had a tennis facility, you could set two hours of golf, two hours of tennis and an hour in the restaurant.

Mr. Dale: Right.

Mr. Moller: We'll work on stuff like that. I know he's talked to you.

Resident (Mary Ann Ferrara, Fawn Ridge): There is karaoke in the main corridor.

Mr. Dale: We can put him to work in the kitchen.

Mr. Moller: Send him out to Divots. I know he's talked to you about expanding the Sassy Saturdays.

Ms. Webb: Yes.

Mr. Moller: To include a pre little golf clinic, a quick 30 minutes clinic.

Mr. Dale: That helps us with that demographic.

Mr. Moller: One idea that we were talking about, which I absolutely love, because I've had this at other courses, is a summer afternoon league. Some courses, call it a business league, but he doesn't want to pigeon toe it to one demographic. So, basically it would run from June to

the Summer months. It starts at 5:00 p.m. on Wednesdays, when no one is there anyway. It would be for men, women, kids, whatever. In the first two weeks, you establish your handicap, and then it doesn't matter who you're playing with or who you're playing against, it all comes out with nine holes. He said the course he was at in Tallahassee, had 98 players.

Mr. Macheras: I think it's great.

Mr. Moller: We'll definitely get that launching this Summer. Other than that, regarding the Clubhouse facilities, we are still waiting on a proposal from ATP. I called the guy the other day. I think I might have to take some other avenues, because I got the run around that he's been busy in the field and this and that. I do have a quote for the new front sign from Kendall, in the amount of \$3,800, for a high-density urethane (HDU) sign.

Mr. Dale: For what?

Mr. Moller: Basically, replacing the sign just like it is, with a brand-new sign that will say, "*Viera East Golf Course*," right when you come into the Clubhouse?

Mr. Dale: The big one?

Mr. Moller: Yeah, the big one at the Clubhouse.

Mr. Dale: It was \$3,800 for that one. Do you have any idea what a smaller one out at the roadway would cost?

Mr. Moller: I didn't get him to quote that one yet, but I'm assuming it would be half.

Mr. Dale: Yeah, because that one isn't as much of a monument sign, I think.

Mr. Moller: No, it's probably a third of the size.

Mr. Dale: Yeah, and I don't know that that one's brick even. I don't think it is.

Mr. Moller: No, they're all HDUs.

Mr. Dale: Alright. So, we're probably talking \$4,000 or \$5,000 for the two signs.

Mr. Moller: Yeah. I'll have him work up a quote for the little one as well.

Mr. Dale: We'll talk about that at the workshop. Is there any input from any Board Members, other ideas that we could work on in the interim?

Mr. Macheras: Remind me. Is it an electronic one? I forgot.

Mr. Moller: No.

Mr. Dale: The ones in front of the course would just be the monument type sign.

Mr. Macheras: Got it.

Mr. Dale: Then we also talked about the logo that we would put on there. So, we need to work up a logo and that's going to be part of the process.

Mr. Macheras: Did you say something about the restaurant?

Mr. Dale: Yes. Putting something with the restaurant on it.

Mr. Macheras: Again, people driving up for the first time, might not know. Do you know what I mean?

Mr. Dale: Right.

Mr. Macheras: Yeah, I think if we do that, that would be huge.

Mr. Dale: Yeah.

Mr. Moller: Speaking of signs, we reinstalled the new banner on Hole 14 for the Hook & Eagle.

Mr. Dale: Oh, nice. Thank you.

Mr. Moller: We picked the worst day to do it, trying to put that thing up in the wind. Let's see, the restaurant, I think Michelle covers most of the things with the restaurant. I did review some of the financials with the staff there. I think overall, we just keep watching labor. Our sales are up. I kind of put together some percentages. Our labor percentage, looking at different industry standards and especially with us being a golf course restaurant, I think if we can be around the 45% labor cost, we would be okay. We're running at 49%. Technically, we're running at 55%, but that's also with the first two months of the previous Restaurant Manager's contract, if you look at year-to-date. The cost of goods is pretty good. The overall cost of goods of 30%, basically, fiscal year-to-date. But there are just some odds and ends that they can just tighten up on.

Mr. Dale: Yeah.

Ms. DeVries: It's been a rough couple of months.

Mr. Dale: Right.

Ms. DeVries: For them, too.

Mr. Moller: Oh, yeah, 100%.

Mr. Dale: I'm not happy any month with a loss. My goal and I think the Board's goal and Jim's goal, long term is, yeah, we're profitable all of the time. But with that said, we are moving in the right direction, in that our first three months of this year, are much improved from the first three months of last year. I'm talking about net profit. In other words, our losses weren't as great.

Where we really made our paycheck for last year, everything we caught up, was January, February, March, April, May and then a little bit of June. But that's where we made our money and they were big numbers. So, I'm going to be watching as we head into those time periods. I think we need to do like you've been doing, where we keep an eye on labor costs. We've encouraged you to keep those numbers in line. I think that's a big part of it, because that's the main thing we can have an impact on, the food costs, if we're selling all of this food. The thing that's interesting in these numbers, is you can see the gross numbers are well above where we were at last year.

Ms. DeVries: Right.

Mr. Dale: But it's the cost that we have to get a reign on.

Ms. DeVries: Yeah.

Mr. Dale: Now, part of the issue, I do know that's going on at the same time, because one of my concerns from previous Board discussions, was we talked about and I'm going to kind of lump this all together, we talked about the Pro Shop and golf operations and the costs being higher there. I know we were talking six figures and were comparing that to where we were at three years ago. I don't know if you've had a chance to look into that anymore, but I would tie that in with the restaurant. One of the things that I do think is impacting things, which I don't have a firm handle on it number wise, but we're paying more in minimum wage. We're paying more for food costs. We're paying more for everything in this economy.

Ms. DeVries: There was a pretty big insurance increase, too.

Mr. Moller: Yeah. Insurance has gone up. If you look at the golf operations, 95% of our staff are minimum wage employees, with all of the part-time and cart barn employees, part-time rangers, PAs and starters. Every year, everyone receives a dollar raise. So, if we average 20 to 25 hours a day, you're looking at an increase of \$9,000 a year. So, in 2021, our pro shop salaries were at \$53,000 and last year it was \$67,000. This year it's \$70,000. So, if you go up \$9,000 a year, we should be at \$73,000 this year, fiscal year-to-date. So, we're actually at minimum wage.

Mr. Dale: If I understand you correctly, then what you're saying, is if you take it from this point to the point where the Board changed...

Mr. Moller: Yeah, if you use that logic, in 2021, which is basically the start of the \$1 increase every year, in 2022, if it went up \$9,000 to \$10,000, we should have been at \$63,000.

Then this year, we should have been at \$73,000 and \$83,000, next year, until we hit that \$15 minimum wage.

Mr. Dale: But what that translates to over a three-year period, is a \$50,000 to \$60,000 difference.

Mr. Moller: Over the course of the year.

Mr. Dale: Over three years.

Mr. Moller: My problem is, I only did fiscal year-to-date. So, I only have a three-month sample.

Mr. Dale: Right.

Mr. Rysztogi: Its five years, right?

Mr. Dale: Well, that's huge then. Because we got into that discussion and I don't remember what number at the workshop we were talking, but we were talking like \$150,000. Basically, what this is saying, is half the golf ops increase is due to the minimum wage increase.

Ms. DeVries: Yeah.

Mr. Dale: That's a big number.

Mr. Moller: For three years. Yes.

Ms. DeVries: Then you look at the insurance. There are so many things that are going up.

Mr. Dale: Yeah.

Ms. DeVries: Just the lease on the golf carts.

Mr. Moller: Yeah. FICA has gone up 50% just in the last two years.

Mr. Dale: Wow. That's the cost of doing business. So, that's what's cutting into our profitability.

Mr. Moller: Yeah. We're talking about expenses, but on the revenue in 2021, we started selling back the irrigation, the old irrigation parts. For miscellaneous income, we had a pretty good flush there.

Mr. Dale: We're not selling that back anymore.

Mr. Moller: And our season passes. The first year, fiscal year-to-date, we were at \$65,000. This year, we're \$32,000. Last year, we were \$42,000.

Mr. Dale: Right. So, we're not selling as many memberships, but we just really haven't got that back in daily fee play.

Ms. DeVries: Okay.

Mr. Moller: Yeah.

Mr. Dale: If we hadn't had the bad weather, would we have gotten it back in daily fee play?

Mr. Moller: Probably about 25% to 30% of it.

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

Mr. Moller: If I had to guess. With January, we would have probably grabbed some more of that chunk as well.

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

Mr. Moller: Our average daily round rate has gone up probably \$10 per round in the last two years.

Mr. Dale: Well, where we're really going to see it in the numbers, is when we get through this season, January to May or January to April. That's where we're going to know.

Mr. Moller: Yeah. Then I think another saving grace for this financial year, is we added this shoulder season where last year we didn't have it. So, basically we had Summer rates starting May 1<sup>st</sup> or something like that of last year. So, now we have the April 15<sup>th</sup> through May 31<sup>st</sup>, which are the same shoulder rates. So, we're getting more dollar per round this Spring than we did last year.

Mr. Dale: Yes. That's probably the best barometer of how things are going, what we are doing per round. At the workshops, we talked about trail fees and making sure that those fees are being collected, because I still don't have the warm fuzzies on some of that.

Mr. Moller: If someone basically purchases one, obviously we're getting the trail free from them and it's a process. It's kind of like trying to get VEMA to double up in carts. They're so ingrained and trained and even some of our employees.

Mr. Dale: Right.

Mr. Moller: So, it's going to take some time, but it's gotten better.

Mr. Dale: Is that something Dave is pushing along with your guidance?

Mr. Moller: Yes. He has another staff meeting scheduled for next week, basically just to teach the staff more customer service. No, we're not a private golf course, but when someone pays \$80 to come play Viera East, they're basically a member for a day. So, we need to make them feel kind of like Walt Disney of the Disney way. I know that was one of Tim's things. Tim

loved the Disney way, but when someone comes to Viera East, it should be one of the best golfing experiences that they can get.

Mr. Dale: Okay.

Mr. Moller: We got most of the crabbiness out of it. So, enough said.

Mr. Dale: No comment.

Ms. DeVries: I love the vision, Jim, having the best golf experience that they can have.

Mr. Moller: Yeah. I've worked at other municipal golf courses and everyone's like, "*Oh, we're only a municipal golf course.*" Well, so is Bethpage Black.

Mr. Dale: Well, and I do want to point out the obvious, for the third year in a row, we won best of the Space Coast. So, we're doing something right.

Ms. Webb: We also won Best of Florida, which is huge.

Mr. Dale: Yes.

Ms. Webb: Now we are in the outside Florida area.

Mr. Moller: A couple of more quick things and then I'll end it. I know in talking with Jen and before about management training, that last email you sent me with that training magazine, I went through their website. There's a lot of really good videos.

Ms. DeVries: There is a lot of really good stuff, there and they're free.

Mr. Moller: Exactly.

Ms. DeVries: Well, the Coursera things I sent you, are free, too.

Mr. Moller: Yeah, I signed up for the same one.

Ms. DeVries: The Lincoln Learning is \$40 a course.

Mr. Moller: So, what I'm thinking, just by looking at that website, if we just did a quarterly group section, where Jen, Jamie, Wes and David, all came into my office and watched the webinar, I would turn my monitor around and we would all sit in there for an hour and watch a topic. I think if we just did quarterly webinars that way, that will be good, because there are some really neat topics dealing with conflict between employees.

Ms. DeVries: I think the one I sent you, was managing workplace conflict.

Mr. Moller: Yeah.

Mr. Dale: Nice.

Mr. Moller: The fact that every single one had a zero dollar, I did like that.

Mr. Dale: Thank you, Ms. DeVries.

Ms. DeVries: You're welcome.

Mr. Moller: Because some of the other ones, you kind of go down a rabbit hole, looking for the worst pricing and worse plans, because I don't want to sign up for anything yet.

Ms. DeVries: Yeah, right. For the LinkedIn one, you need to have a LinkedIn account.

Mr. Dale: Right.

Ms. DeVries: Coursera is free. Those are university courses that get offered for free. So, you actually could take a Wharton Business School course, for free.

Mr. Dale: Wow.

Ms. DeVries: Yeah.

Mr. Dale: For those who don't know, Wharton is the preeminent business school in the country.

Ms. DeVries: Yeah.

Mr. Moller: Other than that, I brought up before that Inez is retiring this May. She's going to help me out and stay until June, so that I can go to Denmark for two weeks, so my wife can take the girls and visit family. So, I'm planning that for the day the girls get out of school, which is May 24, and then be back the beginning of June. I have a list of daily functions that she does. It's not a true job description, but just daily functions. I'm thinking right now, if we start to search probably at the beginning of April, to try to find a replacement, maybe have that person start, May 1<sup>st</sup>, so, she has at least 30 to 45 days to train with Inez and then when I get back, we can have them start.

Mr. Showe: I did have a conversation with our Accountant, Hannah. She's obviously concerned because she works with Inez. They are talking every day. Your District is large and there are a lot of checks going out. It's complicated. Her best recommendation would be to start the hiring process as soon as reasonably possible, because it's a pretty diverse job that Inez has.

Mr. Dale: So, I'm going to ask the obvious question, because I know we had talked about maybe even outsourcing, but it's sounding like the recommendation from the full-time staff, is to bring in another full-time staff to fill that position.

Mr. Showe: It could be and again, as an option, which I would have to talk to the folks at GMS about, but in the past, we've actually had an accountant that came out a couple days a week. If we need to do something like that as we get closer or if you just can't find a suitable candidate, we can look at other options as well, in terms of having somebody on-site that would



fill that. Maybe we hire somebody that doesn't need to do all those things, because we can fill some of that gap as well.

Mr. Dale: But it sounds like the long-term game plan, though, is to do stop gap measures. We've done that before when we had problems with our Golf Course Manager from a health perspective. We can put our finger to stop the leaking for the short term, but long-term we need to have someone.

Mr. Moller: I love Inez. She's the glue that holds everything together. Yeah, there are probably some things that we can do to streamline it, but I think financially, whatever extra costs we might pay for a payroll service, as far as a timekeeping system, it's going to help the process, but the cost of that, I don't know if it's going to help.

Mr. Dale: What do we gain?

Mr. Moller: Right. A lot of it comes down with the restaurant, just because of the tip pool and stuff like that. If we were all just basically punching in and punching out salary employees, then, yeah, it would be a very easy thing to do. But having a timekeeper with proximity badges or stuff like that, that would also calculate tips, is hard to find. So, we're still going to have two different programs that she needs to compile all of the data and submit.

Mr. Dale: So, it's more than just golf, it's the restaurant also, is what you're saying.

Mr. Moller: Yeah.

Mr. Dale: As we're going through that, please, if you all have ideas or want to inject something.

Ms. DeVries: I would like to see Inez's task list at some point.

Mr. Moller: Because we talked about this a long time ago, I started doing job descriptions for everything. They are all right here.

Ms. DeVries: That's great. I would love to see them.

Mr. Moller: Would it be easier for me to just to send you the Word document?

Ms. DeVries: That would be great.

Mr. Moller: Okay.

Mr. Dale: I appreciate that, because when I started the meeting, job description was the one thing I had written on my agenda to talk about. At the workshop, we talked about hitting the ground running and having a fair amount of management and leadership experience. One of the first things you learn, is that everybody has to know who's in charge. They have to know what

their job is, what happens if this person is not here. We need to have backup plans. If an Inez isn't there, who processes payroll? All of those kind of things. That all comes into play with job descriptions. When you have that and its proper and it's in black and white like that and we practice what's there, sometimes it's an ebb and flow with them, too. You add, you subtract, like with Michelle's contract tonight. There are things that she's doing now that she wasn't doing three years ago. So, I think it's very important from that perspective for our employees. I also had a question for Jason and then for the Board. I think Board Members should have, not a job description, but at least an identification of what is expected of us, what are roles are, what the Chair can do or not do, what they were there for, whether to set the agenda or run the meetings, what they do. Do you have those?

Mr. Showe: So, most of that is defined. You already have District rules that define what the Chair does, which is generally run a meeting and sign documents. That's kind of the role of the Chair and the role of the Vice Chair, is to do that in the Chair's absence. Typically, we look at the entire Board to provide input on agendas, but obviously, we would defer to the Chair if there's a specific item that the Chair wants to add.

Mr. Dale: Right.

Mr. Showe: But other than that, those are set in your rules. Everything else is kind of just general. Our Boards can set a policy or rules of decorum about how to interact with each other and how to interact with staff, but there's nothing statutorily that binds that.

Mr. Dale: Right. Yeah, because there are a lot of branches of this. One of the things that we've talked about, in past meetings, is you have five chiefs up here, which can be a little confusing sometimes. I know for employees, it's like, what happens if "*Chief X*" says to do something versus "*Chief Y*" and so on and so forth? I do think as part of this process, that would really help with any future conflict or anything along those lines, not any situations that we have. I think I've shared with the Board that I used to be in a business partnership and when we dissolved it, everything was all spelled out in advance and it was so easy. In this case, if there are, like Jason said, rules of decorum, can you help us with, Jason?

Mr. Showe: Sure.

Mr. Dale: Because Jim obviously isn't going to write that for Board Members.

Mr. Showe: What I can do, is draft something up for the workshop of general rules and have you guys start kicking them around. I can start looking at what we do for other Districts.

Mr. Dale: Okay. Alright.

Mr. Macheras: Are we a little unique in the situation where we run a restaurant and a pro shop?

Mr. Showe: Yes.

Mr. Macheras: That's the part that a lot of Boards don't do.

Mr. Showe: Correct.

Mr. Macheras: We are actually the management and to get back to what you're saying, I'm not going to go to Jim's office and say, "*Hey, how about that grabber?*" That's what we don't want to do. But we're a little unique, that we are the governing body of two retail outlets.

Mr. Showe: Correct.

Mr. Dale: Right.

Mr. Macheras: Which I don't think a lot of Boards do.

Mr. Dale: Right.

Mr. Macheras: So that is a little different for us.

Ms. DeVries: If we were to define our role, I think our role is to set the budget and provide the direction for policy.

Mr. Dale: I agree.

Ms. DeVries: As well as any goals.

Mr. Macheras: Any concerns need to be discussed by all five of us. I'm not going to go in and tell Jim this isn't right or something like that, if I see something, that's for us.

Mr. Showe: But I would say in response to that, what we typically recommend, is that Jim's role in a lot of our Districts, is what we call a Field Manager. That is what Jim's role is in another District. Baytree, for example. I know Jeremy's got a lot of experience there. There is a District Manager and then there's a Field Manager, who is in charge of everything on-site. For example, if a Board Member had a problem with the landscaper, you would just go to the Field Manager and say, "*Hey, I have this problem.*" So, I think in the same way you could look to Jim, if you see something, Jim would be your proper point of contact. Then also this Board, if it's something that Jim can't resolve on his own, which I think 90% of the things that get brought to him, he can just handle, but if it needs to come to the Board, then that's typically where it goes. But you should feel free as a Board member to talk to myself or Jim, about anything you see and

then we can direct you to the best way to get it resolved. That's typically the most efficient way to get it worked out.

Mr. Dale: Right. That's the way I view it. I know I've used this analogy before, but basically sitting up here, you have five little nuclear weapons and the nuclear weapons can't go off unless three of them decide to detonate it.

Ms. DeVries: Right.

Mr. Showe: So, what I can do for your workshop, is I'll pull your rules, because I pulled them up from 2007. There's a specific section for officers that details what the Chair, Vice Chair, Treasurer, and Secretary do and these are your District rules.

Ms. DeVries: Take a look at those and revise them.

Mr. Showe: Well, they fall in line with Florida Statute, so you don't have a whole lot of flexibility.

Mr. Dale: Right.

Mr. Showe: The Florida Statutes, under Chapter 190, defines all these roles.

Mr. Dale: Right.

Mr. Showe: So, your rules have to be in line with that. The way, you guys, as a Board, choose to operate, is something that you can discuss. Again, there's nothing that binds it. So, if you say, "*Hey, we're going to bring all our issues to Jim*" and a Board Member decides that's not what they want to do, there's no hammer. You can yield, but as a Board, it's always good to have a conversation about general ground rules and how we all operate and interact in this environment. It's not normal.

Mr. Dale: Right.

Mr. Showe: You guys really are like a Board on a business, except you can't talk to each other. You can't go to Jennifer's office and explain something you talked about at the manufacturing plant, as an example.

Mr. Dale: Right.

Mr. Showe: It's just not allowed here.

Mr. Dale: Right.

Mr. Showe: It is a different setup, which calls for some discussion. You guys do have, again, one of the biggest, most complicated Districts that we have, so that adds to it as well.

Mr. Dale: Yeah. Well, as long as we're going through this whole revision on the staff side, I think it's time to just take it all at once. That's a huge part. It really helps identify where our roles and responsibilities are and as part of that planning process, it gets you thinking about things that you maybe didn't think about.

Mr. Showe: Yeah.

Mr. Dale: Alright. Thank you for your help on that.

Mr. Showe: Absolutely.

Mr. Dale: Maybe if we can get something out before the workshop.

Mr. Showe: Yeah. It will go out with the agenda. I'll try to put something together, just some basic rules and you guys can kick them around. I'll make it clear, again, nothing that you make on how you interact is enforceable at all. But it kind of just sets expectations of everybody, so that everybody's on the same playing field.

Mr. Dale: Right. I think it's great that Jim has all of the job descriptions for everybody. Obviously I assume we're reviewing them with employees and bringing them in for counseling sessions.

Mr. Moller: I haven't gotten to that part yet.

Mr. Dale: Well, I know. It's an elephant that we're eating. This is stuff that didn't exist before and we're implementing it. But I guess where I'm going with this question is, who's done yours? Do we have one for you?

Mr. Moller: I found one online. It doesn't encompass everything, especially with the District side, as well as the General Manager of a club.

Mr. Showe: His job description is part of the contract.

Mr. Dale: Alright. As part of this process, when you send everybody else's out, can you send out what we have for Jim?

Mr. Showe: Absolutely. I have it flagged, so he would be up for review around April. I already have it set for March.

Mr. Dale: Beautiful.

Mr. Showe: You guys can change the process however you want, but in the past, we've sent out a generic review form. Each Board member does those reviews and then we collect those and the Chair just meets with the General Manager and goes over the reviews.

Mr. Dale: Wonderful. If we're going to look at this, let's look at everything.

Mr. Showe: Absolutely.

Mr. Dale: That is the way I'm thinking.

Mr. Showe: I'll circulate that.

Mr. Dale: That last question that I have, is the CDD side of the house, i.e., Ed's crew. I know we always tend to think of the restaurant, the pro shop, the greens crew and everything. I don't need an answer to it right now, but all I'm saying is, let's make sure that they're part of the process, too. They kind of slip through the cracks sometimes, because we forget about them. Alright, let's move on to. I assume you're good.

Mr. Moller: Yes.

**B. District Manager's Report**

There being no comments, the next item followed.

**C. Lifestyle/Marketing Report**

**D. Restaurant Report**

Mr. Dale: Lifestyle marketing. Hopefully you got most of your stuff out.

Ms. Webb: I just checked and we sold 63 tickets for Casino Night. Plus, we actually received some donations. So, right now, we're going to give SPCA, without taking off our cost, about \$500 right off of the top. That's not even with the way they're going to have it set up, because you're get fun money. If they want more fun money, participants can buy these little coupon books that we're going to be giving out, which will have some extra fun money. We have 13 prizes for that night. Actually, I'm very impressed with Beef O'Brady's giving me \$150. That was nice of them. We've got some really good stuff. That's on Saturday night. So, we're going to have a big night on Saturday night. I think it will be nice, because these people are coming that have never been to our golf course, but some people have.

Mr. Dale: The gist is we have a different demographic coming.

Ms. Webb: I think this will be a nice event for us, to get people recognizing Hook & Eagle. Jamie is going to do a buffet or serve hors-d'oeuvres. We already talked about that and that's already set up. We're going to be using the outside patio and bar. It's going to be a fun night and we have a lot of people coming. Like I said, the staff are excited for it, too and that's what I love about these younger girls. They're so motivated to attend and they're so kind. I'm putting together as we are talking, the February calendar. Tuesday nights are really slow in there.

We're open until 8:00 p.m., but it doesn't really keep driving stuff in. We did try trivia this last Tuesday and only two people came. Tuesdays are really hard for trivia, because we're competing against three local areas of people that are doing trivia and people are already dedicated to them. Wednesdays was our better night to do trivia, because it is kind of like the hump day and people are ready to go out, versus on Monday or Tuesday nights. I reached out to some of our old teams and they said that Tuesdays don't work for them, but they could totally come in on Wednesday. So, in talking with Jamie, we might be moving some of that around, like having a wing night on Wednesdays, but that's kind of gotten kind of stale, too. Everybody does 99 cent wings now and so with us raising our prices, the wings kind of put us on average of everybody else. I've thrown some ideas out there for Jamie and Jen, to let them talk about, such as a senior night on Tuesday nights, where seniors get a lower discount on food. It depends on what budget you do, but it might drive some of the demographics to come back in. So, we're looking at those type of things. I want to put a big calendar out to *The Pearl*, because that is the total demographic of people that we want to start coming over to the golf course. I want to get with David to talk to him too, not just Sassy Saturdays, but maybe something that involves playing golf. Sassy Saturday is a way to drive some of these women over there, but there might be younger generation of men, too.

Mr. Dale: There was a whole lot of talking about the glow golf that went so well during the grand opening.

Ms. Webb: I want to get with him on glow golf, because we could try that on Tuesday night too. I just don't know. Tuesday nights are hard. When you do a market analysis of how many bars do Tuesday night events, hardly any of them do. Teeny Tuesday is the big popular one., which is the \$6 Teeny Tuesday that is generally on the river. It's ones that they do for the avenues.

Ms. DeVries: There is also Taco Tuesday.

Ms. Webb: Taco Tuesday, but we're not going to do it. We had a Taco Tuesday, last Tuesday night, when it was raining and it wasn't even a nasty Tuesday night. We went in there at 6:30 p.m. to 7:00 p.m. and not a soul was in there for Taco Tuesday at Tijuana Flats. I've never seen it where there was nobody in there and I actually said, "*Are you guys open?*"

Mr. Dale: I actually took pictures. I took a picture around 7:00 p.m. when we went in and there was not a soul in there and when we left around 7:40 p.m. to 7:45 p.m. and there was not a soul in there.

Ms. Webb: I think three people came in to pick up and go home. So, Tuesday is a hard day.

Mr. Rysztogi: Was it cold?

Mr. Dale: No. It was sprinkling a little bit.

Ms. Webb: It wasn't even bad weather. It was just a little wet. I was very shocked. The parking lot by Buffalo Wild Wings, was dead. So, Tuesdays are a hard one.

Mr. Dale: Well, do we reevaluate whether we should even be open on Tuesday evenings?

Ms. DeVries: Yeah.

Mr. Moller: I'm open for that.

Ms. DeVries: If there's not a lot of business that night, no matter what we do, then we should just close it at 5:00 p.m.

Ms. Webb: That's up to Jim.

Mr. Dale: It helps with expenses.

Ms. DeVries: It does help with expenses and it's staffing too.

Mr. Macheras: We're not making any money anyway. So, it's not like they're like, "*Oh man I'm going to lose out.*" Not really, but the other nights that they're popping up, they can do those nights after hours.

Ms. Webb: Right.

Mr. Macheras: We're just shifting that labor.

Mr. Dale: Jim, will you please get with your staff and the marketer and make a recommendation to us?

Mr. Moller: Yeah.

Ms. Webb: I have some ideas that I want to try. We are in season. Tuesday nights are hard. On Wednesday night, we need it more than just wing night. Maybe that will help. We can do trivia. We can even do trivia on the patio and leave the restaurant open on the inside, if people don't want the noise.

Ms. DeVries: We can do Senior Night and trivia.

Ms. Webb: Yeah, or even Senior Night and just stay open until 7:00 p.m. I think they're on right now until 9:00 p.m., but then at 8:00 p.m., I'll know exactly what time it is that they are open until.

Ms. DeVries: Yeah, 7:00 p.m. or 8:00 p.m. instead of 9:00 p.m.



Ms. Webb: Yeah, definitely. I think the last couple of times we were in there by 6:30 p.m. or 7:00 p.m. and no one was in there.

Ms. DeVries: Right. Just get us through the dinner hour.

Ms. Webb: Yeah. Those are the kind of things that we're looking at to try to do an evaluation of what's around. Of course, the golf course will provide us with the tavern. They already do Trivia Tuesday.

Mr. Dale: Oh, you're talking about The Twisted Birch.

Ms. Webb: The Twisted Birch. They don't start until 7:30 p.m. There's a little different challenge with that, but Tracy's starts early.

Mr. Dale: Yeah, we're not going to compete against Tracy's. They hire people to run it too.

Ms. Webb: They do. Yes.

Mr. Macheras: That's more towards a bar thing too, anyway.

Ms. Webb: Right.

Mr. Macheras: They might go at 8:00 p.m. just to do other stuff.

Ms. Webb: Right.

Mr. Macheras: It's a little different.

Ms. Webb: Yeah. If you do a market analysis of the weeknights, the most popular ones in the tavern areas or bar areas are Wednesdays, Thursdays, Fridays and some Mondays. Mondays are generally like kickoff of the week. Tuesdays is the lowest. If you do a review of it all, Tuesdays are the lowest ones that people do not attend. I don't know why. Rob and I will go to Taco Tuesday, but we go home or we go out for Teeny Tuesdays, but we don't go to Teeny Tuesdays until 7:30 p.m. to 8:00 p.m., but if they close at 7:00 p.m. to 8:00 p.m., we'll go out and have drinks later, but not at 5:00 p.m.

Mr. Dale: Again, it's up to you guys to make a recommendation, but maybe with Tuesdays it's a combo thing, where maybe we shut the kitchen down sooner, but we do a Teeny Tuesday or whatever.

Ms. DeVries: We only serve salads and sandwiches or something simple.

Mr. Dale: Right?

Ms. DeVries: Soup and salad.

Mr. Dale: Because it's the chefs that cost us. They're \$25 a head per hour.

Ms. DeVries: Yes.

Ms. Webb: So, maybe what we can do, instead of making a determination, we can sit down and have a little meeting. I'll throw these ideas at them. I saw a really cute bar Olympics, where you do games in each section, but I don't think that will go over on a Tuesday night. That's a Saturday night thing.

Mr. Moller: Yeah.

Ms. Webb: So, we might have to just look at that, because I know we're not generating revenues on Tuesdays. But we have got a lot of stuff coming up. I'm pretty much booked for Music on the Patio. We have three new musicians coming in. You know this lady.

Mr. Macheras: It's a small world. Yeah, she told me.

Ms. Webb: I was her son's teacher.

Mr. Macheras: How crazy is that?

Ms. Webb: She said, "*Do you remember me? I'm Mimi.*" I'm like, "*I thought your name sounded familiar.*" It's so funny. Small world. Anyway, we do have three new ones. I can tell you that, Scott, was our biggest turnout of people, because our restaurant, inside and out was filled. That entire area of the golf course, had people coming in. Actually, Scott is doing something at his house on Sunday. I'll be handing out Music on the Patio flyers to all of them over upcoming Music on the Patio, because the biggest part of that area, their complaints are that they never know what we're doing. But unfortunately, I don't advertise it in paper, because it's very expensive.

Mr. Dale: We do have a big TV in the breezeway that has all of the agenda items.

Ms. Webb: We're trying to get with the Homeowners Associations (HOA) again, to see if they have a place to put flyers or if they have something that they put out to their residents.

Ms. DeVries: We get a monthly newsletter by email. So, they do have an email list and we could talk to them about whether they could send out the CDD monthly calendar.

Ms. Webb: Yeah, because if I'm doing these calendars, I can send them the calendar or I could send them the link to the calendar to the Hook & Eagle.

Ms. DeVries: Right or posted on our website.

Ms. Webb: Posted on our Hook & Eagle website.

Ms. DeVries: It shouldn't just be our HOA. Every HOA in the CDD, should post the link to the calendar.

Mr. Dale: Right. What you do is you get with Mr. Eric Bird of Fairway Management, and we get the points of contact for all of the different HOAs. I know we've done that in the past and everything.

Ms. Webb: Well, it started off good.

Mr. Dale: Well, we gave it the college try for a year, but at that point in time we didn't have the presence. We didn't have the activities at the restaurant that we have now.

Ms. Webb: Right.

Mr. Dale: And the program.

Ms. DeVries: We can include a link to the monthly calendar.

Mr. Dale: Right. We have one of the HOAs right here.

Ms. DeVries: We do. Mary Ann, what do you think of the idea of putting a link to the monthly calendar?

Resident (Mary Ann Ferrara, Fawn Ridge): Well, I think it's a good idea, but in my neck of the woods, we have 145 residential homes. We're lucky we get one or two people to come to a meeting.

Ms. DeVries: They don't really look at your website.

Resident (Mary Ann Ferrara, Fawn Ridge): We don't have a website.

Ms. DeVries: Okay.

Resident (Mary Ann Ferrara, Fawn Ridge): We talk about things, but we complain about more things. There are several of us that would like to see projects completed, but you have one or two that seem to throw a monkey wrench in everything. I was appointed and asked, "*Would I like to be the representative to the CDD?*"

Ms. DeVries: We are glad that you are and would like more of that.

Resident (Mary Ann Ferrara, Fawn Ridge): I think I've been pretty faithful about that.

Mr. Dale: You've been wonderful. In fact, that was a huge agenda when we first took over and we actually had time set aside on a quarterly basis for HOAs that would come. I think Bayhill came a little bit. You know, Bill was always here, but other than those three entities, that was pretty much it and we kept asking and asking.

Resident (Mary Ann Ferrara, Fawn Ridge): I'll never forget that first meeting that I went to. We were in here and I said, "*Are you people kidding me?*" There were like 300 people in here.

Mr. Dale: That meeting was a whole other situation. Let's not go there. Jason remembers that very well.

Mr. Showe: I remember that very well.

Resident (Mary Ann Ferrara, Fawn Ridge): I gave you all compliments, when I got up to speak. I asked, "*How do this with 300 people, standing room only?*"

Mr. Dale: I know, Marianne. I need to cut you off because I have a Board Member that has to leave.

Ms. Webb: That's all I have for now.

Ms. DeVries: Thank you, Michelle.

Mr. Dale: Thank you, Michelle.

Ms. Webb: I have one more thing. My checks didn't get signed.

Mr. Moller: Well, they're not signed yet, but I have them.

Mr. Showe: We will be discussing it shortly.

Ms. Webb: Okay.

**EIGHTH ORDER OF BUSINESS**

**Treasurer's Report**

**A. Approval of Check Register**

**B. Balance Sheet and Income Statements**

Mr. Dale: Treasurer's Report.

Mr. Showe: So, for the approval of the Check Register, your General Fund Check Register, is presented as Checks #4901 through #4933. Your Treasurer recommended that Checks #4914, #4924 and #4932 be omitted, as he did not sign those as yet. Your engineer presented a progress payment for his work on the stormwater. You also have some deposits for the lake bank restoration as well as the Unique Web checks. He had questions on all of those invoices, so I guess as a Board, you can decide to continue to omit those or direct staff to execute those checks.

Mr. Dale: Why are we not paying our engineer?

Mr. Showe: I don't want to speak for the Board Member, but the information I received, was that he doesn't think that he is far enough along in the project at this time and wants a due date. The engineer's contract that you signed for that project, said that he would invoice monthly for the work completed within that month until the project is complete, on a percentage basis. So, I believe that the payment is in accordance with the contract. I do want to point out that

obviously the District has Prompt Payment Policies within the Florida Statutes that require payments within 30 days of invoices.

Ms. DeVries: Even if the invoices aren't matching the contracts or if there are issues with the invoices?

Mr. Showe: If there are specific issues with the invoices, there's a process that you have to go through to address those and get those issues resolved.

Mr. Dale: Right. In other words, it's different than the corporate world. In the corporate world, you don't work with them, but in this world, you pay them and then you have the battle later if there's something wrong.

Mr. Showe: Yeah.

Mr. Macheras: So that's my question, as the new guy here. So, if the Treasurer says that he's not going to get paid, my process is that we meet every couple of weeks, so if there's an issue and we can't talk to each other, how does that get resolved? I mean, I get it. I signed checks so I understand that, but in my present world, we don't just say no and it stops. There has to be something that keeps going.

Mr. Showe: Well, in general, I think both Jim and I have tried to get the answers needed to relieve satisfaction on those payments, but they have not been received.

Mr. Dale: But I do want to address the comment that you just made, Bill, with a Treasurer that says you can't pay. A Treasurer works on behalf of the Board. They make recommendations to the Board. They can't say, "*I'm not going to pay something,*" though.

Mr. Macheras: Right and I'm okay with that, but the work doesn't stop what happens afterwards.

Mr. Dale: Right.

Mr. Macheras: What happens the next day?

Ms. DeVries: That was my question, too, what happens?

Mr. Macheras: Right. Do they just wait until we meet, which could be two weeks?

Mr. Dale: Right.

Mr. Macheras: That's what I'm just curious about. I have no problem with the question, because we have a Treasurer just like any other Board that I'm on, but then what and that's what I'm fuzzy about?

Ms. DeVries: So, I have one recommendation regarding this, which is for us to take some notes about some of the things that were issues that we need to resolve and maybe creating a checklist of things that we look at before the checks even go to the Treasurer. This issue he's saying he's not far enough along. Well, you think he is. Right? You think that this guy is far enough along on his contract?

Mr. Macheras: On his monthly invoices.

Mr. Showe: Yeah. The contract that the Board approved for that stormwater, says that he will invoice on a monthly basis for a portion of the work that he believes is commiserate with where he is in the project.

Mr. Dale: Right. How far along is he? Is he like three quarters of the way done?

Mr. Showe: I think he's almost done. We've seen a draft already. I didn't want to circulate it yet because it's not complete.

Mr. Dale: Alright.

Mr. Showe: I'm still waiting for him to provide a date that he thinks it will be complete, but we've seen, I would say, an almost substantially complete draft.

Mr. Dale: Well, I appreciate due diligence and it sounds like that we got somebody that's looking at the stuff and showing due diligence and everything, but ultimately, each of us are one-fifth of a vote.

Ms. DeVries: Right. But when a situation like this comes to me and you have to now vote on whether to pay it, I'm not familiar with the contract. Well, I am familiar with the contract. We did look at the contract, but I'm not familiar with the work that's been done against the contract.

Mr. Dale: That's where we have to rely on these guys.

Ms. DeVries: Okay. If you say that you both think that he is where he should be, then I think we should pay him.

Mr. Dale: You can't withhold payment and it's like Jason said, you do have a statutory requirement. Then just as a rule of thumb, if you start messing around with contractors and people that work for the District, all of a sudden you're going to have people that don't want to do business with you.

Ms. DeVries: Right. But I've seen situations where there is some sort of a checklist. So, before you give any invoice to the Treasurer, is the name on the invoice correct? Is the work

description correct? Does the payment match what the contract says? These are the types of things that are on those types of checklists. I don't know if we have those.

Mr. Showe: I think the only one of these that might not fall into that category is, has he revised those invoices for American Shoreline?

Mr. Moller: They did a first revision and he put Viera East Golf Club and I wanted him to change that to Viera East CDD. So, I'm waiting for him to change it.

Mr. Showe: That's been the issue with that one. There was some language on those individual invoices for American Shoreline that could have been misconstrued.

Mr. Dale: And that's an example. I do think that was a very good catch.

Mr. Moller: I missed that one. I should have caught that.

Mr. Moller: I looked at the top where it said, "*Viera East*," and I looked at the dollar amount and that was part of the deposit, but I didn't look at the body.

Ms. DeVries: Right. Is the date on the invoice correct? Look at the kind of a checklist that you go through when you...

Mr. Showe: Yeah, we typically do that. This one had, "*Viera East*" in the top. The body of the language had a different location on it.

Ms. DeVries: Okay. So, what do we have to do? Do we vote on each check.

Mr. Dale: Before we move on, I just want to add, I like your idea.

Ms. DeVries: I would like to not get to this point.

Mr. Dale: Yeah, I don't want to just sugarcoat it and then move on to the next issue. How are we going to codify that process?

Mr. Macheras: With another Board that I'm on, we do it electronically.

Mr. Dale: That's my second issue that I wanted to bring up, because we've taken votes and Steve asked to spend his time coming in and doing all this stuff. Can't we give him the Check Register? We don't have to get him the physical checks, but he could review all of the stuff electronically.

Mr. Showe: There are four people that have signature authority on those checks.

Mr. Dale: That's my third issue.

Mr. Showe: Jim, myself, Steve, and George in our office, have signature authority. So, if Steve did not want to physically come in, we could send him an electronic file with all of the checks, and he could say, "*All approved.*"

Mr. Dale: Then whoever's available to come and sign them.

Mr. Showe: Sign them and we could proceed if that's a better option.

Mr. Dale: I think that helps with the process a lot. It takes stress off of our Treasurer. What I would also recommend, as part of this discussion is I think we ought to have a couple of other Board Members on his backup signatory authority, not that you're going to have to do anything, but if all of these people are on vacation...

Mr. Macheras: That makes sense.

Mr. Dale: Yeah. We need somebody that can go in and has the authority to sign.

Mr. Macheras: So, what we do, is we go in and I have some pending today and I think I mentioned before, that there would be checks brought to my house. I sign them and the checks brought to the other guy's house. There's two of us that sign the checks. Then we went electronic and then they were sending them every day and then I'm like, "*I'm not doing this every day.*" So now Thursday is the day, but what we go into, is we approve the invoice.

Mr. Dale: Right.

Mr. Macheras: Then once that's approved, the check goes out. So, there are two of us. There have been times, when one of the two will say, "*You know what, I don't think that x, y, and z, we're done.*" So again, the process to me, is if something isn't signed, we can't talk to each other, but could it come from you to say, "*Hey, it wasn't signed because of this, what does the Board think?*" Then we all reply to him. I just like you say, what do we do between the time it's not signed and the time we meet again?

Mr. Showe: The problem with emailing that out, is that I'm essentially then polling the Board, which is not permitted under Florida Statutes.

Mr. Dale: Right. But you can send that to the Treasurer.

Mr. Showe: Correct.

Mr. Dale: Yes, which would make kids life easier, which would be nice.

Ms. DeVries: If the Treasurer is going to be absent during the time that it gets sent, should there be a backup?

Mr. Dale: Yes. Well, and that's the other part of this, especially when we hit the Summer. How many days last year did we cancel meetings?

Mr. Showe: Yeah.



Mr. Dale: I know there are times when he goes golfing and it's going to be a month gap before he's available at the next meeting.

Mr. Showe: Now, both myself and Mr. Darrin Mossing in our office, serve as Assistant Treasurers.

Mr. Dale: Right.

Mr. Showe: So obviously we could approve invoices. I wouldn't approve anything without obviously going through Jim.

Mr. Dale: How much of a hassle is it to put a couple Board Members on as Assistant Treasurers?

Mr. Showe: It would just take a motion to the Board. We would essentially have to kind of draft a new resolution. We'll have to have it crafted after the fact, but you'd be looking at Resolution 2024-02, appointing whoever you chose as Assistant Treasurers.

Mr. Dale: Okay. Do we have any volunteers? I cannot do that, because of my daytime job as a Financial Advisor.

Mr. Macheras: Is the Treasurer in your office?

Mr. Showe: Yes.

Mr. Macheras: I don't mind.

Mr. Dale: Ron?

Mr. Rysztogi: Yeah.

Mr. Dale: Okay. I'm not trying to exclude, if we want a trio.

Mr. Showe: Jen, is already Vice Chair.

Mr. Dale: Yeah, she's already got things on her plate. So, Bill and Ron would be back signing authorities.

Mr. Showe: So, the motion would be approval of the Resolution 2024-02, appointing Mr. Macheras and Mr. Rysztogi as Assistant Treasurers.

|   |
|---|
| Mr. Macheras MOVED to adopt Resolution 2024-02 appointing Mr. Macheras and Mr. Rysztogi as Assistant Secretaries and Ms. DeVries seconded the motion. |
|---|

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

On VOICE VOTE with all in favor Resolution 2024-02 appointing Mr. Macheras and Mr. Rysztoji as Assistant Secretaries was adopted.

Mr. Macheras: There were some other checks that were not signed.

Mr. Showe: There was a total of three. There was one for the engineer, one for the deposit for the lake bank restoration and a check for Unique Webb.

Mr. Macheras: Is the check for Unique Web, a monthly check, like what we talked about in the contract? That wasn't for a specific project. It was just a monthly check.

Ms. Webb: Yeah. The money was for the ad or if I bought something for an event.

Mr. Macheras: Right.

Ms. Webb: The one thing he did not want to pay me for, was the heater for the patio, which I re-sent a new for and pulled that off until we could resolve that.

Mr. Dale: But that bill was approved. The purchase was approved by the Golf Course Manager, though?

Ms. Webb: Yes. Jim sent it.

Ms. DeVries: I'm going to say that we shouldn't be withholding payment for that, if the purchase was approved by Jim. If Michelle made it, with approval from Jim, then we shouldn't fail to reimburse her for a purchase she made with his guidance and approval.

Mr. Macheras: Yeah and I agree, because let's say it was something, again, looking outside the box, if it was something that should've been done, I'm just going to be honest, that's on our guy, because he approved it.

Mr. Dale: Right.

Mr. Macheras: I'm not going to fault her for buying it.

Ms. DeVries: Exactly. I don't want her to suffer for it.

Mr. Macheras: If there's an issue, then we have a discussion.

Mr. Dale: Yes.

Mr. Macheras: Again, I don't care who it is. I don't care if it's Billy Bob, whatever. If one of us that we can trust to do the job that we hired him to do, says it's okay, then we're responsible and accountable. I don't care who it is, we can't hold a vendor responsible for something that our guy made a decision on, in my opinion.

Ms. DeVries: No, I totally agree with that.

Mr. Dale: Alright.

Ms. Webb: I bought it because of our event and the cold nights.

Mr. Macheras: And it's ours.

Ms. Webb: It's yours.

Ms. DeVries: Right. Michelle, how much did you spend on those heaters?

Ms. Webb: It's \$288 total.

Ms. DeVries: Okay. For two heaters. You saved us a couple of \$100 on them, by buying what you did.

Ms. Webb: Yes.

Ms. DeVries: By doing the research and buying what you did.

Mr. Dale: Alright, motion crafter, what do you have?

Mr. Showe: That's really up to the Board? You could approve the Check Register as presented, with paying all of them. I think we need to be clear, because, again, your Treasurer recommended three checks be held.

Ms. DeVries: What was the problem with the second one?

Mr. Moller: American Shoreline had missed verbiage in the body of the deposit invoice. I haven't gotten the correct one yet.

Ms. DeVries: Okay.

Mr. Macheras: The monetary amount is okay.

Mr. Moller: Yes.

Ms. DeVries: Okay. I guess that's true. It's a big check. How much is it?

Mr. Showe: I think it's a total of \$98,000.

Mr. Dale: It's for our geotubes for the lake bank restoration.

Mr. Showe: If the Board is comfortable, we can hold that until the proper invoice comes in.

Ms. DeVries: That's where I'd like to go with it, hold that until the proper invoice comes in.

Mr. Moller: I was hoping to have it today before I got here.

Ms. DeVries MOVED to approve the Check Register for December 15, 2023 through January 18, 2024 in the amount of \$781,708.98, subject to holding usage of heaters until Fire Marshall input is received and Mr. Rysztocki seconded the motion.

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

On VOICE VOTE with all in favor the Check Register for December 15, 2023 through January 18, 2024 in the amount of \$781,708.98, subject to holding the Unique Webb Consulting and American Shoreline checks was approved.

Mr. Dale: I have one last question. I'm good with approving it, but I did notice in the Check Register, \$8,000 for Callaway Golf. It was my understanding that we stopped carrying Callaway. What caught my eye is that it was a big check.

Mr. Moller: There were past due invoices, from August, September and October of 2022 to March of 2023. There were a bunch of invoices from Callaway that were never submitted for payment.

Mr. Macheras: From them or to us that were submitted to the Board?

Mr. Moller: It was from Callaway to us that were never submitted at all to anyone.

Mr. Macheras: But, I mean, they submitted it to?

Mr. Moller: To us. So, either we never received the invoices or the invoices were never inputted. I don't have the answer to that.

Mr. Macheras: So, there are a whole bunch.

Mr. Moller: Yeah.

Mr. Dale: Over the course of a year, is what you're saying.

Mr. Moller: It was a couple of months. There were seven months of invoices from the end of 2022 to March of 2023. September of 2022 through March of 2023.

Mr. Dale: How did that not get caught?

Mr. Moller: I have no idea.

Mr. Dale: That's like, an accumulation of invoices.

Mr. Macheras: How did we come across it? Did Callaway say anything?

Mr. Moller: I think Callaway tried to get back in, when they found out we had a new pro and they said, "*Oh, hey, by the way, you have a lot of past due invoices.*"

Mr. Macheras: What are these for, a service they provided?

Mr. Moller: Callaway a vendor of golf balls, gloves and hats, for a pro shop.

Mr. Macheras: They just never paid for the product.

Mr. Moller: Right.

Mr. Moller: Yes.

Ms. DeVries: We received the product and never paid for it.

Mr. Moller: Yes.

Ms. DeVries: Okay. That's a long time for us to go without paying for it.

Mr. Dale: Yeah. If you're talking from 2022, you obviously weren't even the Golf Course Manager at that time.

Ms. DeVries: Right. So that's why you would have no idea what happened.

Mr. Dale: But how do we make sure that doesn't happen in the future? I don't know what control measures.

Mr. Macheras: We have a receiving process that something comes in, we take out the package list, we turn it into...

Mr. Moller: As products are received, they're entered into the POS system.

Mr. Showe: Yeah.

Mr. Macheras: Okay.

Mr. Moller: They are entered into the inventory.

Ms. DeVries: Right.

Mr. Moller: With changing of the POS systems, I don't know if they were entered into Club Caddy. Well, no, they would have been entered into the Golf Now system.

Mr. Dale: Yeah.

Mr. Macheras: To Jen's point, we need to verify that we received the material and it wasn't paid for.

Mr. Dale: It sounds like our receipt process and our inventory tracking, was a little off.

Mr. Showe: I will still say this happens on Districts where we have far less invoices. So, the fact that you had less of these, is probably impressive. I mean, there are sometimes we've got landscapers that just forget to bill for two months in a row.

Mr. Dale: Right.

Mr. Showe: It just happens.

Mr. Dale: Right. Okay. Alright. Are you confident that we have got enough protection measures in place that it doesn't happen again?

Mr. Moller: Yes.

Mr. Dale: Okay. Alright. That's where I'm going with it. I want to make sure that doesn't happen again.

Mr. Moller: No.

Mr. Dale: Again, I'm not picking at you, but you're the guy in charge now that has to make sure in the future, that it doesn't.

Mr. Moller: Yeah.

Mr. Dale: So, thank you.

#### **NINTH ORDER OF BUSINESS**

#### **Supervisor's Requests**

Mr. Dale: We are on Supervisor's Requests. Mr. Macheras?

Mr. Macheras: I'm like you. I started with one item when I got here. I just have several just real quick comments. Michelle mentioned about the free library. At the VECA meeting last week, a couple showed up and had two items to talk about. I'll go over the second one a minute. They both happen to be CDD matters, so I can change hats. They were asking about the little free library that we're going to be putting in place. I've had a resident ask about that. The second item, which I went and looked at on Saturday, it didn't look hugely in disrepair, but Jim, may want to take a look at that sidewalk that goes behind Woodside Park. Somebody just commented about it. We spent a great deal of money on Ed's concrete. I didn't see a huge issues with the Oak trees, but just check around. There are a few places. I know that the resident mentioned the drop off. I'm going to be honest with you. We have to bring in truckloads of dirt, because of the way that it looked. People are just going to have to be careful, but just do an inspection. I didn't see a lot, but around some of the Oaks, there are some broken pieces of concrete. Just again, there may be trip hazards.

Mr. Dale: A leveling trip hazard.

Mr. Macheras: Yeah. Most of the ones that I saw could be shaved versus repairing a section, but I went and walked. It didn't look bad, but there are probably some things that I trust you all to take a look at.

Mr. Dale: That's a good thing for your Friday or Thursday or whatever day of the week you're going over there and checking stuff out. Add it to the checklist.

Mr. Macheras: I did go again to Woodside Park on Saturday. I apologize. This is the first time I've been out to the Farmers Market, but I was very impressed. I know it's a little smaller and hats off to you and it might sound corny, but everybody just knew everybody, which I was impressed with. My wife and I were there, we walked by the vendors and talked to a few. I have seen the dog park before, but as we were coming back, I felt bad. This one couple that we ended up talking to, had just adopted a dog and he's all by himself. But where the big dogs were, it's so funny, every time one came in, they all gather at the gate saying, "*Hey, Tony's here.*"

Mr. Dale: Yeah.

Mr. Macheras: But again, I just wanted to compliment Michelle and all that she's done. It was good to be around. People enjoyed it. People were buying stuff and hats off to her. I know Pete was in charge of the lake restoration project. I just wanted to reiterate to our residents, as they listen to the recording, VECA was blessed to get people that did a lake restoration project over by the lake, by the tennis courts over at Clubhouse park. I was there last week just looking around and it really looks good, from what they planted eight months ago to where it is now. If we're talking about educating people that live on the lakes, there's a big sign up there. That would be the place to go look, because you can see the growth. Again, as we continue with that process, I think there's a good visual to look at. I just want to remind people of that. Spring break, hopefully we're offering a golf class. Also, hit the middle schools that are around locally. Because I know, as a past Athletic Director, for the District, for the schools, we're really trying to promote more sports in our middle schools. So again, however, we're going to promote that Spring Break thing, we have 8th graders getting ready to go to 9th grade. Don't forget Kennedy, just any of them around here, however, we're going to advertise that. I had mentioned one time as a resident, a couple of years ago and I don't know if there's a way and I don't know if other golf courses do it. Jim, you have the experience. So, if we are closed and it happened to me one time as a resident, I had some friends come down from Titusville and we didn't know. Is there a way? Whatever. Even a voicemail, before I come over from Satellite, can you just check,

because we were going to go golf at Patrick a few weeks ago. Is there an automatic blurt out, so that anybody who has a reservation, to send a text? I don't know. It's just something to think about.

Mr. Moller: Usually what we do now, is we will send an email blast out to anyone who provided their email address in our database.

Mr. Macheras: So, we have something going on.

Mr. Moller: Yeah.

Mr. Macheras: Okay, good. That's what I was just curious about. The last couple of things, mainly for Jim, you talked about the videos and you know more about this than I do. I know that Michelle knows about this from going to the meetings that disclosed this. So, we watched the videos. I'm thinking that there should be a process after discussion.

Ms. DeVries: It would be how do we implement this?

Mr. Macheras: Yeah, just something.

Ms. DeVries: How do we implement this in our organization?

Mr. Macheras: We had a lot of good ideas.

Ms. Webb: I can give you a form to fill out.

Mr. Macheras: Okay good. Let us know how it goes. When trying to hire somebody, I'm sure there's a cost. I know when I used to have to hire people, it was outrageous. Can you use something like LinkedIn or something like LinkedIn that you pay a fee for? People forget, I'm retired and I'm getting job offers all the time.

Ms. DeVries: LinkedIn is free.

Mr. Macheras: As an employer?

Ms. DeVries: Yes, as an employer. I have a business account and a personal account.

Mr. Macheras: Okay. I was just curious.

Ms. DeVries: To take the courses, they charge \$40 each, which is what I was telling Jim.

Mr. Macheras: When you look or post a job, we could do it?

Ms. DeVries: Yeah. You can post a job on LinkedIn. I'm not sure if that's where the people that we hire are.

Mr. Macheras: I know that.



Ms. Webb: I've been trying to debate back and forth of whether it's a social media account that we want to have for the restaurant or the golf course, because it is more of a person. It's not really a business.

Mr. Moller: Right.

Ms. Webb: Like me or Jim under the golf course.

Ms. DeVries: Inez' position, actually could be a LinkedIn type of position.

Ms. Webb: Yeah. We can advertise for it.

Mr. Macheras: I would tell you a great place to go. It just dawned on me. I taught an online course this past summer with Career Source. That's an excellent site and I think we can put stuff on there for free.

Ms. DeVries: I think so too. Career Source Brevard.

Mr. Macheras: Yeah, I mean, everything from engineers down to gas station attendant. I think we could do it for free.

Ms. DeVries: Their main mission is if you lose your job, you go in there and they help you re-skill and get a new job.

Mr. Macheras: Right. The last thing I have, is with the raises going up a dollar for five years in a row, maybe this is something the Board is working on. Do we do merit raises on the side or do we just let that \$1 raise take care of all of that?

Mr. Moller: For the minimum wage employees, it's just been the \$1.

Mr. Macheras: Okay. I was just curious.

Mr. Dale: We do have the bonus program though,

Mr. Macheras: Right. Exactly.

Mr. Showe: Well, I think you guys actually for this year implemented a 2% or 3% living on top of the bonus.

Mr. Dale: I do believe you're correct. I think we threw that in there.

Mr. Showe: Except for those people with a minimum wage, what we did, is we calculated the minimum wage increase and in most cases it was more than what everybody else was getting on a percentage basis. That's where they went.

Mr. Dale: Right.

Mr. Macheras: Okay.

Mr. Rysztogi: This past Tuesday, I went to the Viera East Noise Reduction Focus Group. Just to give you an update, the main thing is, they're in the process this year and next year, in the entire area of Viera, resurfacing and redoing the whole area of I-95. I guess everybody knows this, it's under major renovations. They're putting in safety barriers, overpasses and different things. So, the focus group is feeling that right now is the time that they have to expedite a letter to go out to FDOT and to the government officials and everybody else, that they want the sound barrier as part of the package. Right now, they're going to send out to the other members, a letter of what they want to present to all the officials, to try to get this implemented, finally, after they've been working on it for years. So, just let you know, the concern is, to do it as quickly as possible. They'll be sending me a letter that they're going to send out, to make sure that I'm going to object to any part of it. But they do know that the CDD is supportive of the process that they're going through.

Ms. DeVries: Right.

Mr. Rysztogi: I just want to make sure that I see the letter. I don't want the CDD saying something that we don't even know about. So, before that letter goes out, I'll make sure that the Board sees what's being presented to the officials.

Ms. DeVries: Good.

Mr. Dale: Thank you, Ron.

Mr. Macheras: Is that something that, however it gets to VECA, also represents a lot of those people. Again, I know we're just putting a stamp of approval agreement, but I think that we need next month, some form of communication to Jason or to Eric or those people come to our meeting. Again, its not our responsibility, but we support them.

Mr. Dale: You're the master HOA. You actually represent them. I know it's not an elected position.

Mr. Macheras: Right.

Mr. Dale: But the people that you represent, is actually larger than the CDD.

Mr. Macheras: That's something we can try to get as a Board.

Mr. Rysztogi: I just wanted to give you the update on what's going on.

Mr. Dale: I'm trying to remember. Crane Creek and six Mile Creek have the wall, don't they?

Mr. Rysztogi: Yes.

Mr. Rysztogi: As well as Hammock Trace, Hammock Lakes and Six Mile.

Mr. Dale: Maybe those communities would be able to piggyback, but they already have it.

Mr. Rysztogi: They feel like they put all the wall up down at the lower end and people, at the northern end, don't have one.

Mr. Dale: Well, I remember at the time...

Mr. Rysztogi: When they completed it, they gave the whole presentation over what type of wall and the bamboo issue.

Mr. Dale: Right.

Mr. Rysztogi: You're familiar with all that. So, the point that I want to make, is if they don't do it now, while working on I-95...

Mr. Dale: Now is the only chance to get it done in our lifetimes.

Mr. Rysztogi: That's the whole point.

Ms. DeVries: They're doing it.

Mr. Dale: Thank you.

Ms. DeVries: I have no request. I've talked enough.

Mr. Dale: I think you had a tremendous amount of very positive input for the evening and I appreciate that very much. I have nothing to add. So, we will entertain a motion to adjourn.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Rysztogi seconded by Mr. Macheras with all in favor the meeting was adjourned.



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Secretary/Assistant Secretary



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Chairman/Vice Chairman