

**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, April 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 Rysztoji	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
Jim and Judy Robinson	Residents

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 Ms. Yelvington.

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): Ron went down and looked at that piece of property that we're putting on Crane Creek Plaza. They are digging past where their property line goes, directly behind the signs that say, "*Wetland.*" They're putting in the shoreline right on the

front entrance of Fawn Ridge. That's number one. Thank you for coming down there, Ron, because they dug up the island in the middle. There are no plants there anymore. They are supposed to put everything back, but at the rate they are going.... Now I understand it's Viera property back there. Well, that explains it, because nobody knows what's going on. Number two, I'm waiting for some good news on my request for the great fountain of Bellagio. So, I'm hoping that we're going to get some good news about that happening, because the man that said he wanted to talk to Jim, is still waiting. So, I don't know if you went there or not.

Mr. Moller: Like I said, we played phone tag before. I reached out for some quotes to get some different kinds of fountains, but I have his contact information.

Resident (Mary Ann Ferrara, Fawn Ridge): Every once in a while, I see that gorgeous picture come on the television of the Bellagio. So, that's what I'm looking for, because that would be a great entrance to us.

Ms. DeVries: No, Bellagio, due to the funding.

Resident (Mary Ann Ferrara, Fawn Ridge): We'll talk about that. I'm willing to contribute, if that needs to happen.

Ms. DeVries: Okay.

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

Ms. DeVries: That's part of our donation program, just like the benches.

Mr. Rysztogi: I do have a question for you, which is not related to that. Could you tell me what Fawn Ridge's HOA fee is? Do you know?

Resident (Mary Ann Ferrara, Fawn Ridge): \$140, I think.

Mr. Rysztogi: Okay. I'm involved in another issue and I'm trying to get the area HOA fees.

Resident (Mary Ann Ferrara, Fawn Ridge): We pay two; one in January and one in June.

Mr. Rysztogi: When you get a chance. I need it for my records.

Resident (Mary Ann Ferrara, Fawn Ridge): I beg your indulgence, because I will not see you next month. So, I would like to go into the Summer with some good news about the bubbles in the lake. Thank you.

Mr. Dale: Thank you, Mary Ann.

Resident (Mary Ann Ferrara, Fawn Ridge): You're welcome.

Mr. Dale: Jim, actually, just for any of the residents of Fawn Ridge that might be listening to this, I would appreciate after the meeting, if you guys would work through some of the boundary stuff with Mary Ann. But as I understand it, where we have our signs, is roughly from the previous conversation. I can't remember if it's a 20- or 30-foot type swath, which is well in front of our boundary, but it is one of the things that may be upsetting the homeowners there, where our signs aren't where our boundary is.

Mr. Moller: I understand. We went and looked at it before and said that they were on their property. They hadn't encroached on ours yet.

Mr. Showe: The best bet would be for him and his staff to just take a look at it. If you look at the Property Appraiser's site, they will have to go incredibly far back to encroach on CDD property. Obviously, by law, they shouldn't be on anybody else's property but theirs.

Mr. Dale: Right.

Mr. Showe: But beyond that, any debris or cleanup would be code enforcement or Brevard County to handle.

Mr. Dale: Right.

Resident (Mary Ann Ferrara, Fawn Ridge): I know that Fairway Management was contacted, because the overgrowth growth should be cut back. It's been growing and growing.

Mr. Dale: Right.

Resident (Mary Ann Ferrara, Fawn Ridge): For this encroachment, I don't know if they called you, Jim, to come out and cut it.

Mr. Dale: Actually, a portion is ours. I'm kind of breaking our rule here, but given the fact that we don't have much of an audience tonight, we did go out about five, six months ago or so, and did a cutback along Crane Creek Boulevard, if that's what you're talking about.

Resident (Mary Ann Ferrara, Fawn Ridge): It's still further back. It's overgrown immensely.

Mr. Dale: Yeah.

Resident (Mary Ann Ferrara, Fawn Ridge): I think they were there recently putting mulch down.

Mr. Dale: I think that's going to be one of those things, that as time goes by, we'll just have to keep fine tuning it, but they have professional surveyors. They know to the inch, where

that property line is and they had to have gone out and done a site survey prior to doing whatever they're doing there and it has to be a property that they own. We will look at the signs again.

Mr. Showe: And that's not to say that mistakes don't happen. I mean, we catch things from time to time, but they should be fairly close.

Mr. Dale: Right.

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

Mr. Showe: Absolutely.

Mr. Dale: Thanks Mary Ann.

Mr. Showe: Any other audience comments? Hearing none, we can return to the agenda.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the March 28, 2024 Board of Supervisors Meeting

Mr. Showe: We have the minutes of the March 28th meeting. We received some comments from Jennifer and will get those incorporated, just some clarifying comments that we will include in the final. We can either take any other changes at this time or a motion to approve as amended.

On MOTION by Ms. DeVries seconded by Mr. Macheras with all in favor the Minutes of the March 28, 2024 Board of Supervisors Meeting were approved as amended.

FIFTH ORDER OF BUSINESS

New Business

Mr. Showe: We have no new business.

SIXTH ORDER OF BUSINESS

Old Business

A. Action Items List

Mr. Showe: Under old business, we have the Action Items List. We can go through some of these quickly. The engineer indicated that he has the final map. So, we're working on getting that. We'll make sure to get that out to you guys.

Mr. Dale: Okay.

Mr. Showe: I think that follows in line with the storm response. Regarding the driving range parking, we have the call with the county under their preliminary planning, with all of their comments. We're down to two issues that we're working out with Jim and I and the engineer.

One issue is that the county is requiring that if the drive is longer than 150 feet, it has to be able to accommodate a full turnaround for a fire truck. So, we're going to look to see if we can shorten that to just under 150 feet, to eliminate that concern.

Mr. Dale: Right. You can send them out on the first fairway.

Mr. Showe: I was on the call. If it's 150 feet and 1 inch., the county is going to want that turnaround.

Mr. Dale: If we have to cut a tree down, we will.

Mr. Showe: But the other issue that we have, is where we're accessing right now, appears to be in the City of Rockledge and not Brevard County. So, although the parking lot is in Brevard County, the access point is, because we had to go north with it, it is actually off on Rockledge. It may be as simple as just getting Rockledge's permission to do it. So, once the engineer gets the new plan with the revised under 150 feet strip, then we'll take it from there and just see where it goes.

Mr. Dale: Well, and it may be that we have to move the actual parking area. Again, I want to emphasize it is a parking area. I don't want to call it a parking lot, because all we're looking for is a space for two or three cars. It's just to give the handful of people that are going to ultimately utilize it, a place for them to utilize their facility.

Mr. Showe: So, those are in progress and we're working through those now.

Mr. Dale: I don't mean it's just like you bring it up for well over a year and a half.

Mr. Showe: I'm following up every week. We had a conversation today on it. The call was last Thursday or Friday and we're kind of working through the issues as they were brought up. I think he was able to get the rest of them resolved. It's just those two now.

Mr. Dale: Alright. If we have to adjust the parking area...

Mr. Showe: We've made that clear.

Mr. Dale: And we just move it and people might have to walk an extra 10 feet.

Mr. Showe: Yeah. We have not heard back from the Water Management District, so, at this point I'm going to follow up shortly, if we don't hear anything back from them.

Mr. Dale: We've heard nothing from them.?

Mr. Showe: No.

Mr. Dale: I do want to emphasize for the Board, as we are now in the dry season, this is exactly what we were talking about a couple months ago, where we've already got a problem

with the Bayhill flow way. Jason and I received an email and we kind of worked through it. Jason was great, getting with them. Jim, I think you and ECOR have probably already taken care of the issue where you have it scheduled to be to be taken care of with the fish kill. But the bottom line is there's not enough water in the flow way, because we haven't had enough rain. That is my big concern with allowing an HOA to just tap into our lakes and turn on the sprinklers whenever they want. If we don't have the water there, what does that do to the plant life, to the fish, to the water wildlife, to everything?

Mr. Macheras: Remind me, what does the HOA do now, if we don't tap into that?

Mr. Showe: They're on wells now.

Mr. Macheras: Okay. So, like, for the rest of us that are on reclaimed water, we don't have a second option. So, I'm just kind of curious. The other HOAs, don't have a second option.

Mr. Dale: Right. The second option is your lawn doesn't get watered when it's the dry season. That is what the second option is. That's what happened last year and people wound up with a lot of brown spots and that's just the way it's going to go.

Mr. Macheras: Yeah.

Mr. Showe: So, we're working through that. Like I said, I'll follow up with them, if I don't hear anything soon. I know they move at the speed of government. I know that Jim and Michelle are working on park improvements. I think we were talking about that at the workshop a little bit.

Mr. Dale: Yeah.

Mr. Showe: That's all I have for action items.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. General Manager's Report

Mr. Dale: Okay. Let's move on to the General Manager's Report.

Mr. Moller: Alright. I'll start with Ed's guys, CDD maintenance. Basically, the fire lines are done. Starting July 1st, the guys will be attacking the east side of Wingate, Auburn Lakes and Herons Landing, all along the scrub area habitat.

Mr. Dale: I don't mean to interject, but what was the original schedule that we had?

Mr. Moller: The original schedule had those areas being done first before scrub jay nesting season, but because of the excessive rains that we had in January, we basically postponed

the schedule. A lot of those areas were still too wet when we started and then we ran into scrub jay nesting season. So, we can't really interfere in those areas.

Mr. Dale: Right, because of the State Law.

Mr. Moller: Yeah. So, basically, July 1st is when those will be done. The fact that we do fire lines on an annual basis, those fire line areas that were completed this year, there's not enough fuel in those areas to really be detrimental if anything should happen out there.

Mr. Dale: Right. Then the original schedule, as I recall, that was put out, actually had it going into the end of May.

Mr. Moller: I think the schedule ended. The original schedule ended at the beginning of May, but again, those areas have already been completed earlier than normal.

Mr. Dale: But my point is that we are ahead of schedule.

Mr. Moller: Scheduled for the areas that could be cut.

Mr. Dale: Yes and we would have been completely ahead, were it not for the weather.

Mr. Moller: Right.

Mr. Dale: So, when we have people online criticizing, it's not a fair criticism, because you have no control over the weather.

Mr. Moller: Correct.

Ms. DeVries: When it's scrub jay nesting season.

Mr. Moller: Right.

Mr. Dale: Right.

Mr. Macheras: Jim, in the past it wasn't done. Correct?

Mr. Moller: No.

Mr. Macheras: So, we're even doing it more than what had previously been done.

Ms. DeVries: Right. So, it's not that bad.

Mr. Macheras: Right.

Ms. DeVries: It's not totally overgrown because we do it every year now.

Mr. Dale: Right. Now, one comment I would make though, is perhaps it's just a communication issue. We knew it, but apparently some of the people in Auburn Lakes and one person in particular over at Heron's Landing, claims to not have known that it was scrub jay nesting season, even though they've been involved with this for three years. Maybe it's something we put in a tickler file, where if for some reason we're not able to get to that by the

end of February, we do a good job with communicating that to those two communities. I actually think we did a fair job with it, but we were only a couple weeks off of that and I know we were still hoping to be able to get in there. You're only talking about a couple of weeks. I'm not upset with anybody, the way the timetable went on this, but it's just something for the Board and for our social media person to keep in mind for next year.

Mr. Moller: Yeah, I mean, even Ed's guys are kind of started. Even when we did start, it was still a little premature, because some of the areas were still a little wet and we did leave some ruts behind some properties with the mower.

Mr. Dale: Well, I hate to tell you what the back of my area looks like. I was in an armor brigade and I know what tank ruts look like and that's what these things look like. It's all over the back area and that was after a month of no rain. These things still were sopping wet after a month.

Mr. Moller: Alright. Next, basically, these guys are kind of still going through the conservation areas and wetlands, treating exotics. I did have a little thing here about the Spring drought season, which we are in now. We can probably anticipate more fish kills as we go. As lake levels lower, basically we lose water. You kind of think of it as when you overstock an aquarium at your house, put too many fish in aquarium, there's almost so much dissolved oxygen that these fish can breathe. So, we kind of lose the fish there. Then once we start getting our Summer rains, you get a thermal immersion. So, as that top level gets hot, your bottom level is still cold, that rain kind of pounds down on it and you get a thermal inversion and actually have less dissolved oxygen at the top, where most of your juvenile fish are. So, I'm just kind of giving everybody a little heads up that there's probably going to be some more to come.

Mr. Showe: I'll note and Jim can tell you too. Sometimes we don't hear about them for days, because people are talking about them, but the information doesn't get to us. So, if for some reason, you hear about a fish kill, even if you think you might have already heard about it, please let us know. ECOR is incredibly responsive. They were out the same day, doing a dissolved oxygen test. They confirmed what the cause was, provided us with a quote to clean up the following day and the fish were gone the next day. By the time we heard about it, they had been dead for about three days. We don't have eyes on every lake at every time. Just as a note, if you hear about them, just make sure that Jim and I know, because, we can get actually it done pretty quick, once we have the information.

Mr. Dale: Absolutely. Thank you. Very good point.

Mr. Moller: Other than that, the guys started doing some cleanup at the park, that little artificial lake underneath the kid's bridge. They started pulling the blue carpet out and the rocks. So, we got that fixed up.

Mr. Dale: Wonderful. What are we going to replace that with?

Mr. Moller: Probably just grass. I'm going to need to bring in a couple of truckloads of sod to repair the kids mounds and things like that.

Mr. Dale: Right. Are we going to put mats on there?

Mr. Moller: Yeah, we're going to try different methods. The plastic mats that we had, we use them on the golf course in a lot of transition areas that have heavy traffic. It's basically just a rubberized mat with hexagon poles in it, that the grass can actually grow up through. Kids being kids, relocate the mats and move them around. So, we're going to try to basically regrade, lay the mats, top dress the mats and put the grass on top of the mats, to try to let their roots tack through the mats. So, we'll see if that works. We'll try that in an area and will also try different areas. Unfortunately, with it being a natural playground, I think something that we're just going to have to anticipate every Spring, is new sod.

Mr. Dale: Right.

Mr. Moller: As far as the upkeep.

Mr. Dale: I think that's good, because the special wear areas just seem to be on the sides. Kids are they're always going to take the shortest route to get to the slide or to whatever it is that they want to be on.

Mr. Moller: Next is golf course maintenance. We just put out bulk fertility throughout the golf course. We also added some wetting agent to our fertigation tanks, to help with water in this dry spot. Dry times, no matter how much water you put out, just doesn't seem to penetrate through, because as the grass dries, it becomes hydrophobic and repels and the water just shoots off. So, a wetting agent kind of helps break the hydrophobic plane, allowing the water to get through. We're starting to see a little bit of green on golf course by applying less water.

Mr. Dale: This is good, because this is the discussion you and I just had about what some of the other greens at some of the other courses look like. In other words, the browning that a lot of the courses are having that we're not having.

Mr. Moller: Yeah, we still have our fair share. The way I've always managed my golf courses, brown is not necessarily a bad thing. The rule of thumb is green is good, but brown is a fast, firm golf course, as long as you're not past the point of desiccation on the turf. But yeah, brown spots here and there is not bad.

Mr. Dale: It sounds like our irrigation system is working very well for us.

Mr. Moller: Yeah, actually a week or two ago, Wes and I were talking and he basically made the comment, that we're growing grass in areas we never had before.

Mr. Dale: The other issue is the pallets that you need to get in. I keep getting emails on this. What hole is it?

Mr. Moller: He did Hole 10 the other week. So, basically last year, I was able to purchase Bermuda Sod from Duda. With all of the construction going on, they ran out. So, they shut down their harvesting, due to the bad weather during the Winter. I was too late to put my order in, but Duda is out again. So, I'm probably going to have to go to a company down south. It's going to cost more for freight, but I think I can piggyback the couple of pallets that we need for the park, with a couple pallets for the golf course. But for right now, I just have Wes and his guys just kind of harvesting a little bit off the back of the driving range. They will cut a couple side strips and take it. I mean it's more steps for the guys, but we have it available.

Mr. Dale: It fixes the area on the two holes that we're getting the complaints about.

Mr. Moller: Yeah. He got Hole 10 the other week, but we still have to do two and there are some other ones out there that we need to get.

Mr. Dale: Okay. Thank you.

Mr. Moller: Next, I have the updated proposal from Landirr. They do have the title, Viera East CDD/Viera East Golf Course. This proposal is based on the attached scope of work which includes the two.

Ms. DeVries: Okay.

Mr. Showe: Let me have the digital, because we'll use that to make the full contract, using the document form they've signed in the past. I don't think that will be an issue, but we'll finalize that.

Mr. Moller: Okay. Again, I'm looking at a start date in August, until the middle of September. We should be done by the end of September. Those two months are pretty much the slowest golf months of the year, so it shouldn't affect too much. Okay. Regarding the financials,

as of yesterday, golf revenue is sitting at \$178,000 for just round revenue. Last year's April total was \$165,000. So, we've already surpassed April's month end totals. Basically, as of the 24th of the month, we're ahead of last April by \$38,000 in revenue. Food and beverage of yesterday is sitting at \$64,000. Last year's month total was \$73,000. They're running about \$6,000 ahead of total revenue. For golf ops, we have the Florida State Golf Association (FSGA) amateur event scheduled for May 24th. That brings a lot of good amateurs from around the State, to our property to compete.

Mr. Macheras: Is that open to the public?

Mr. Moller: I think you have to be an FSGA member, but yes, it's open to the public.

Mr. Macheras: I mean, to go watch.

Mr. Moller: I don't see why not yet.

Mr. Macheras: I didn't know how that would work.

Ms. DeVries: What we did last year?

Mr. Moller: That was the collegiate tournament. I mean, it's basically like me and you, we're a decent golfer, we sign up and go play. You can watch. I don't know what you will really see.

Mr. Macheras: Is this a tournament where they qualify, they move in to possibly play at a higher level?

Mr. Moller: The FSGA have events all over the State. So, guys will play in different events and they get points depending on how they place. So, then at the end of the season, they will have an overall champion and things like that.

Mr. Macheras: Okay, cool.

Mr. Moller: The other day, *The Viera Voice* did an article on David's upcoming Summer camps. So, that should be published here soon. On May 14th, we are hosting 60 second graders from Ralph Williams Elementary. I spoke to one of the teachers. It's kind of like a little fun thing after their week of testing. In our conversation, I asked what they were learning about. She said that they were learning about force of motion. I talked to Dave a little bit about it and we came up with a good plan. We will split the kids in two groups: 30 on the putting green and 30 on the drive range. We'll have Phil, our Assistant Pro hitting golf balls. We can talk about force of motion when two objects meet with opposite force. So, we can talk about that and then the ones on the putting green, we can talk about friction and gravity. We have the stint meter, of how we

measure the green speeds and raising and lower the height of the cut on the green to create more or less friction. So, in the slopes of the greens, the effect of the ball rolling, we'll have them there for about an hour and then at the end, we'll give them some grilled cheese sandwiches, a juice box and some cookies.

Mr. Dale: Michelle, do you have a date and time on this?

Ms. Webb: For what?

Mr. Dale: To coordinate with the media.

Mr. Moller: I was going to call her tomorrow, because I do want to ask Jason, if we have a liability form that she can pass on to the kids and parents. Because I didn't know if we had anything like that.

Ms. Webb: I don't think we do. We do have one for volunteers.

Mr. Showe: You're just inviting members of the public.

Mr. Dale: A school field trip is what it is.

Ms. DeVries: Well and usually the school would have a permission form for the school field trip.

Ms. Webb stated their parents have to sign it.

Mr. Moller: Okay so the school's permission should be sufficient.

Ms. Webb: Yeah.

Mr. Moller: That was the question she asked me.

Mr. Showe: At most, if you want, you can ask them to add the Viera East CDD on as an additional insurer to their policy. Most of them will do that at no charge. You just call your insurance carrier and they will add you on. That would be at the most. So, just ask for them. If they don't, it's a public course. There's no more inherent risk of this than anyone else just being on your course. But I would ask if they could provide you or add the Viera East CDD an additional insurer to their insurance policy and provide you with a copy.

Mr. Moller: Okay.

Mr. Showe: I wouldn't hold it up if they cant.

Mr. Dale: You know where I'm going with this. This is a wonderful story and I think *The Viera Voice* and *Space Coast Daily* would include it.

Ms. Webb: Well, you have to be careful though, because when you're dealing with a school field trip, some kids don't have permission for a photo. So, that means we have to go through all of the files and make sure that the children have permission.

Mr. Dale: Yeah, we're not going through 60 files.

Ms. DeVries: There are good reasons for that.

Ms. Webb: I mean, she might.

Mr. Dale: We could ask them and there could be a negative consent.

Ms. Webb: Well, we can ask.

Mr. Dale: We can ask if anyone of them not have consent.

Ms. Webb: Right. It's a fine line.

Mr. Dale: Let's work it out after the meeting, but you know where I'm going with this.

Ms. Webb: I know where you're going, but you have to be careful, because parents don't like their kids to be in the newspaper.

Mr. Dale: I get it, but this is also a wonderful story for the community.

Ms. Webb: Right. But maybe they will do a small group. You can always take a picture of the back of their heads.

Mr. Dale: Okay.

Ms. Webb: I'll get with her.

Mr. Macheras: As far as the field trips, any field trips that I've ever been on, kids never filled out a form for the place we're going to. It's always just been ours.

Mr. Dale: Right.

Mr. Macheras: I think we just tell the teacher, "Hey, pick out four kids."

Mr. Dale: Then the story tells it. The 60 second graders.

Mr. Macheras: Right.

Ms. Webb: She can come up and take some pictures. We just have to let her know there's a verified line.

Mr. Macheras: List Mr. Russell Braun too, because I'm sure they do a nice story on it.

Mr. Dale: Yeah. From the School Board.

Mr. Macheras: I can go out there and let them know what happens when you don't hit the ball correctly.

Mr. Dale: Maybe our School Board member would like to be out there, too. I don't know.

Mr. Moller: Just like the geeky dad I am, I brought a pack of those cheap spider rings that you see on top of cupcakes or whatnot. So, in one of my spiels with the kids, I'm going to say, "Now that you're here," because she said that there were three teachers and each teacher was going to bring a couple of parents. So, there's going to be parents there, too. Make sure the kids don't get bit by the golf bug. I just give them all a little plastic ring.

Mr. Macheras: Oh, they'll love that.

i. Discussion of Employee Golf Policy

Mr. Moller: The last thing that I have for the golf operations, is I gave everybody a copy of the Proposed Employee Golf Privileges Policy, which was revamped. I feel now that we have the right people in place in our golf operations, I don't see it being abused. It's a great benefit for a lot of our employees. I mean, speaking for myself, the reason why I got into this industry was to play free or reduce golf. What this proposes is:

"Welcome to the Viera East Golf Course family of employees. Viera East provides the following golf privileges for all employees. Viera East extends a complimentary round of golf, 18 holes or less with a cart for a day worked. A 'day' is defined as a workday equal to four more hours. This benefit is earned week to week and does not accrue. Employee golf is first come, first serve after paying guests. No reservations. Playing privileges are always subject to course conditions and availability. Golf privileges are non-transferable. Based on course availability, an employee may play golf during these specific times. During peak season January 1st through April 15th and holidays, on a space available basis, employees may play golf for a \$22 cart fee before 12:00 p.m. and after 12:00 p.m., for free. During non-peak times, April 16th through December 31st, employees may play golf for free. Employees receive free range balls and golf shop merchandise. Employees are eligible to receive a cost plus 10% discount on purchases made in the golf shop. The Viera East Golf Course is pleased to extend these privileges and hopes all employees will take full advantage of what is offered. The Viera East Golf Course reserves the right to suspend or revoke any or all privileges due to an abuse, misuse, or failure to comply with the employee Code of Conduct. Employee privileges may be affected by performance based corrective actions as well."

Mr. Macheras: Did you get any input from anybody else on the staff? I'm just curious.

Mr. Moller: I got a little bit from some of the pro shop employees.

Mr. Macheras: Alright.

Mr. Moller: It seemed very well received. It was fair.

Mr. Macheras: That's what I was curious about.

Mr. Moller: A lot of the courses I've been at, this is always a food cutter of what other courses do.

Ms. DeVries: Yeah, thank you for addressing my suggestion. It should be commensurate with the amount of work that they do. Like, you can't work for an hour and then golf the rest of the week for free.

Mr. Moller: Right.

Ms. DeVries: So, I see that and that is good. We had some issues with the reservations a long, long time ago, where a friend would make a reservation and then they would cancel it at the last minute and then the employee would walk on because space was available.

Mr. Moller: That's where the last paragraph comes in.

Ms. DeVries: Okay.

Mr. Moller: If employees are caught doing that, then their playing privileges will be revoked.

Ms. DeVries: Okay.

Mr. Dale: I just want to expound on it a little further. I like what I see. When we communicate it, I don't know if this is what we're giving to the employees or whatever, but the space available is what I would like to see, especially communicated. Make that crystal clear.

Mr. Moller: That's why they're in bold.

Mr. Dale: So, that's all good.

Ms. DeVries: Reservations. We see that.

Mr. Dale: I don't know that you were really tuned into this, when the Board changed a few years ago, but I recall, because I've been going through the tee sheets from January to March, and that's where I estimate there was tens of thousands of dollars on an annual basis that the program had been abused by. You're well aware of that. I know all of that and everything. It's great that we have this and it's in writing, but I do think that there needs to be some form of spot checking, I guess, is the way I would put this. So, one of the things I would ask, is that you email it to the Board Members. I'm thinking maybe the way we could start this, is if we can get the tee sheets from January to March, email a digital copy to the Board Members and let us

peruse it for those who want to look at it and see if there are any anomalies. That's what I found four years ago. It was the same names popping up for the 7:00 a.m. or 8:00 a.m. tee times and I said, "*Oh, my God, no wonder we're not making any money.*" So that's my ask. Let's start with this past January to March. Give us a digital copy and if there's anybody else that you think should be on there, I can't think of why anybody else would need to be on there, maybe the Greens Superintendent, which is you, but you know what I mean. Wes is who I'm thinking about. Something along those lines. It's just nice having checks and balances, is what I'm getting at. Everybody knows that at any possible time, a Board Member will say, "*Well, can we get March to April?*" It keeps people honest.

Ms. DeVries: So, what is the process or system that you use to keep track of the rounds that they have earned.

Mr. Moller: David makes the schedule and knows how many people. He will be checking on the tee sheet to make sure that employee X isn't working two shifts and playing four times a week.

Ms. DeVries: So, they don't get a token.

Mr. Moller: That's too hard.

Ms. DeVries: And there's nothing in this computer system.

Mr. Moller: No. Honestly, like I prefaced it, I think, with who we have leading everything, I think there's enough respect on both sides, everyone knows that there will be consequences if it's broken. It'll almost self-police itself.

Ms. DeVries: Okay.

Mr. Dale: Does this go for all employees, of which the restaurant are employees?

Mr. Moller: Yes. Restaurant, golf, maintenance, CDD employees, golf, everybody.

Ms. DeVries: Okay.

Mr. Dale: If we could, we had a former manager, that liked to be out there multiple times a week. The part that you just shared, is limited. You get to spend half of the week out there.

Mr. Macheras: I have two questions. I'm just curious. How many employees are there?

Mr. Moller: We're in the 60 range with part and full-time employees.

Mr. Macheras: When we look at these tee sheets, how do I know who an employee is? Is there some separate marking on there so that I know what I'm looking at?

Mr. Moller: Right. We have an employee button in the POS system.

Mr. Macheras: Okay.

Mr. Moller: Which logs them in as an employee paying a cart fee or an employee paying for an afternoon for free.

Mr. Macheras: Okay.

Mr. Moller: Switching to clubhouse facilities, I know I talked about making the old area that used to be a scoreboard, dry storage. I had a couple quotes for roll up doors. I wasn't really too thrilled with talking to the roll up guys. We'll probably wind up losing square footage inside there in order to get the roll up barrel, to be able to not be seen and be inside. We can keep the same square footage of the roll up barrels on the outside, but that's going to just look very industrial and is not going to fit. I talked to one guy and he referred me to a roll up hurricane shutter. I have a couple pamphlets. He was actually here today at the last minute.

Mr. Dale: They did my house. It probably looks like my screen.

Mr. Moller: Pretty much like that, where it just has the housing box where the whole system just kind of rolls up.

Mr. Macheras: It would be on the outside of that.

Mr. Moller: It will be right inside, kind of where you have that header and down, so it won't lose any interior square footage.

Mr. Macheras: Okay.

Mr. Dale: Then it rolls out the back.

Mr. Moller: In other words, it rolls all the way up into the container box.

Mr. Dale: Right. But the containment box where it comes out, is the back end. Do you see what I'm saying?

Mr. Moller: Right.

Mr. Dale: The containment box is 6 inches.

Mr. Moller: Then it will basically have an electric motor with a key. So, if the restaurant staff needs to get something, they put the key in, turn it, it opens, they grab their stuff, turn the key, it closes and away they go.

Mr. Dale: I do want to focus on electric motors like that, because now after we put up our weather shields, I'm not happy about that, it's water under the bridge, but we have employees that aren't able to lift those. Everything needs to have a motor on them.

Mr. Moller: Right.

Mr. Dale: The motors aren't that expensive, is what I found out after the fact.

Mr. Moller: No, the whole unit, excluding shelving and things like that, is about \$6,500. I don't think this is really a Board decision, because it's more of an operational matter. I'm just bringing this to the Board's attention.

Mr. Dale: It's the cost. It is under your spending authority.

Mr. Moller: I can basically split it up from now until the end of the fiscal year.

Mr. Dale: Did we have any more golf course left over for the bond?

Mr. Showe: There's some left.

Mr. Dale: I'm not talking about the money that we were going to put into the park, because I think we still have about \$40,000 or \$50,000, which I want to dedicate to the park.

Mr. Showe: Yeah, I think there's a little bit left outside of that.

Ms. DeVries: That could be a capital improvement.

Mr. Moller: It's definitely a capital improvement.

Ms. DeVries: Okay.

Mr. Macheras: Jim. So, if I go into the pro shop, it's that little area on the right that's indented.

Mr. Moller: Yeah.

Mr. Showe: There's \$143,000 of cash there.

Ms. DeVries: So, we could do it out of the bond funds.

Mr. Showe: Out of the Capital Projects Fund, we have \$67,000. We do have some that's due to get paid back. So, there would be about \$25,000 left.

Mr. Dale: I think the park was more like \$50,000, if I'm not mistaken.

Mr. Showe: Well, there's \$67 total.

Mr. Dale: I would suggest to the Board that we do it on the bond.

Ms. DeVries: I would agree. We still have the money left to do the park, if we do that and it's a capital improvement, so, yeah. The space is very much needed.

Mr. Macheras: Is there any plan on the inside? Are you going to place shelves or something?

Mr. Moller: Yeah, I was just going to basically just get kind of like the heavy grade wire shelving. There's enough room to put a small shelf on the one side and then we'll probably have two shelves on the back wall.

Mr. Macheras: Yeah.

Mr. Moller: I want to say a pallet, but it won't be a full pallet.

Mr. Macheras: Right.

Mr. Moller: This way, if they received a shipment in a box, they don't want to break the box open. They can just put the box there and stack it without actually putting the inventory on the shelves. You will have options.

Mr. Dale: I would recommend all of the expenses for that as we can. Wire shelving isn't going to be more expensive than that. So, shovel it all on.

Mr. Moller: I understand. Alright, so that's all I have with that. Next is the restaurant.

Ms. DeVries: Before that, can I ask one question.

Mr. Moller: Yes.

Ms. DeVries: How did David and Phillip do at the North Florida PGA?

Mr. Moller: I refused to answer that question.

Ms. DeVries: Okay. Never mind.

Mr. Moller: Not very well.

Ms. DeVries: Okay. Sorry.

Mr. Moller: Actually, I did better. We finished second.

Ms. DeVries: Oh, well, the second sounds awesome. The second sounds good. Did we get any pictures?

Mr. Moller: No.

Ms. DeVries: I'm asking for a friend.

Mr. Moller: Actually, the course I played at, I'm not going to say the name, it was in Northern Florida. It was private golf course. I was surprised by the amount of dead turf on the greens.

Ms. DeVries: Wow. Okay. Alright. Moving on to the restaurant.

Mr. Moller: All right, restaurant. So, in my conversations with Jen, and we had conversations with beer sales and trying to figure out what's going on, we went into the Toast POS System and noticed on the wing night menu, we have bud light can specials and the Pabst Blue Ribbon (PBR) can specials. Those in Toast were not assigned a category. They were actually in what is called a no sales category. I know in the past, anything, no sales were basically food. Like, if Jamie does a catering, that's kind of where it went, which I'm going to

straighten all that up. Because even if it's a catering event, it still needs to go to food. We shouldn't have a no sales category. As of the first of this fiscal year, that totals about \$39,000.

Ms. DeVries: Oh.

Mr. Moller: Of stuff that doesn't have a category.

Ms. DeVries: And when it doesn't have a category, does it not appear on our report?

Mr. Moller: Hannah puts it into food.

Ms. DeVries: She puts it into food. Okay, so if we look at the numbers, the food might be too high.

Mr. Moller: Right.

Ms. DeVries: And that's why the beer and the wine are too low.

Mr. Moller: Right. So, basically, every can of bud light and every can of PBR that we've sold on wing night, is not going to beer.

Mr. Macheras: What else is in that category? I'm just curious. If you take the beer out, what else would be in there?

Mr. Moller: The only one was the whiskey special and that was a no category. So, that's now assigned to liquor.

Mr. Macheras: So that stuff has moved out and it kind of reminds me of the old days where we used to have 999 codes and it kind of left you open to a lot of stuff. So, if that stuff comes out, then as of now, there's nothing else that needs to go in there, because everything has its own place.

Mr. Moller: Right.

Mr. Macheras: Okay.

Mr. Moller: There were some other minor things. Like I noticed on the beverage cart, food was unassigned. It goes on our snack. That wasn't that big a deal, but it just wasn't assigned right.

Mr. Macheras: Okay.

Mr. Moller: So, we cleaned up a lot of that over the last week. I don't think that was the biggest issue that with the reduction in beer sales.

Mr. Dale: That's a huge chunk of it.

Ms. DeVries: That is a huge chunk of it. Our food sales were, like, \$57,000 over budget.

Mr. Macheras: That's what I was wondering.

Ms. DeVries: If we put all that back into the places that they're supposed to be, then, you know, it pulls things...

Mr. Dale: It pulls things back into alignment.

Ms. DeVries: Yeah. Right. Okay.

Mr. Dale: Are you going to talk about the coolers too?

Mr. Moller: So, I did the last three years of beer sales. This year is doing better than two years ago, but it kind of mirrors each other. Last year, doesn't seem to fit. In February of 2022, there was \$13,000 in beer sales. This year was \$14,000. Last year was \$17,500. March of the first year was \$13,400. This year was \$16,400. Last year was \$21,000. It just doesn't seem like last year's beer reporting was on point.

Ms. DeVries: Was that Toast or was that a prior system?

Mr. Moller: That was Toast.

Mr. Dale: It was the prior manager.

Ms. DeVries: Okay.

Mr. Moller: I'm not saying anything, but what I found as easy it was to change what bucket you can drop different items into, I don't know.

Ms. DeVries: Yeah. Okay.

Mr. Moller: Because I know I've been talking to Jen, she's like, *"We're selling a ton of beer and I don't understand why it's so much less than last year."*

Ms. DeVries: Well, and I think once we get the bucket straightened out, we'll see where we land.

Mr. Macheras: Last year seems to be the anomaly.

Mr. Moller: Yes, but we only have three years of data. We don't have anything before that.

Mr. Macheras: Right.

Mr. Dale: It sounds like we're getting a good handle on it.

Mr. Moller: So cooler. So, I came to the conclusion. They were supposed to start today, but they got busy at times. So, I had Pete buy blackout film for the cooler that's sitting in the restaurant right now. In the reach in cooler behind the bar, right now, they have chilled glasses. They have miscellaneous cold liquors and juice mixers. So, underneath the beer kegs, there are bottles of wine and dressings and whatnot. So, we're going to take the chilled glasses underneath

tap beer cooler, where they need to be anyway. In that outside cooler, we're going to block out the window so you can't see in it and that's where we're going to keep the bottles of wine. They're going to keep the dressings and things like that, some backup juices, so they're not storing spaces. So, in that reach in pool or behind the bar, that's where all the beer is going to go. I tried the chime system on the doors, so they can hear them open and close. We tried to lock them, but the locks were broken. So, the beer has to not be in there.

Ms. DeVries: Right.

Mr. Moller: In the restaurant for self-serve.

Mr. Dale: They were literally broken.

Mr. Moller: Yeah. So that cooler will stay there for now, because we really don't have any other spot to put it. Then hopefully, once we get this dry storage area, maybe we can freeze something else in the back of the kitchen. I don't have high hopes for that, but maybe we could slide that cooler off of the dining room floor.

Ms. DeVries: Are we talking about blacking out the cooler that's in the restaurant?

Mr. Macheras: Yeah.

Mr. Moller: Where the beer is now.

Ms. DeVries: So, they won't think it's like, grab and go for them.

Mr. Dale: Right.

Mr. Moller: The doors will be locked.

Ms. DeVries: Okay.

Mr. Moller: But this way, no one wants to see a cooler with dressings and things in it.

Mr. Dale: Right. But we have a storage issue and that keeps storage available for us. That's pretty smart.

Ms. DeVries: Yeah. I like that blackout idea and put dressings up there. Things people don't care about as much.

Mr. Dale: Right. I don't want the green goddess.

Mr. Moller: Other than that, I just have some miscellaneous stuff. I have something that I want to talk to you about after meeting about an it proposal, which is basically the same proposal.

Mr. Showe: Okay.

Mr. Moller: Regarding the job descriptions, I have course maintenance done. I have golf operations done. In the back office, is myself, Inez old position and Lacey's new position and Pete's, they're done. I have food and beverage halfway done and I still need to do Ed's CDD guys. I was just trying to get that done.

Ms. DeVries: You can send me what you have if you want.

Mr. Moller: Yeah. Okay. Good. Then this is just a first reminder for my vacation on May 27th through June 7th.

Ms. DeVries: Okay.

Mr. Moller: I will be in Denmark, visiting my wife's family.

Ms. DeVries: Okay.

Mr. Dale: Who is in charge while you're gone?

Ms. DeVries: You are Rob.

Mr. Moller: Every department head will be in charge of their department.

Ms. DeVries: We are joking.

Mr. Moller: Any issues concerning the CDD, Lacey will field to either Jason or to the department that it falls under.

Mr. Macheras: Do I call Rob for a tee time or not?

Mr. Dale: Why not. Everybody else emails me and calls me.

Mr. Macheras: Remind the young ladies, is it Lacey?

Mr. Moller: Lacey.

Mr. Macheras: She has all of the numbers that she needs to have as far as phones.

Mr. Moller: Yes. That's all I have, unless you have more questions.

Mr. Dale: I do. Just one. I know we've reviewed this and everything, but it's been a while. Why do we have Golf Now? I know we've got the super scaled down version. I guess my question is, do we still need it?

Mr. Moller: It still gives us that online presence.

Mr. Dale: What does it do for us and what are the pros and the cons? That's what I'm looking for.

Mr. Moller: Like I said, number one is online presence. It's kind of like Travelocity. If you don't live in Brevard county or any of our surrounding areas and you're coming to the Space Coast, first thing, if I'm a golfer, I'm going to Golf Now.

Mr. Dale: Right.

Mr. Moller: I'm going to see what golf courses are around there and if you're not on Golf Now, you're not capturing that golfer.

Mr. Dale: Okay. We don't really make anything. We only give them two tee times per day or eight rounds.

Mr. Moller: Yeah.

Mr. Dale: Okay.

Mr. Moller: Before it was 16.

Mr. Dale: Yeah. Alright.

Mr. Macheras: To give you an idea, when I travel, I'll go to Priceline® and see who's got the cheapest prices, and then I'll go to that website. Well, for a while, I wouldn't see Southwest and I assumed that they didn't fly there. They do, but they're just not on that site.

Mr. Dale: Right.

Mr. Macheras: And it takes that out of my mind, that, "*Oh, wait, let me check them individually.*" So, I see what you're saying. I might just think, maybe it's a club or something, so I can't get a tee time there.

Mr. Dale: That it kind of segues into then my follow up question. If the two tee times that are on for whatever Saturday I'm looking to book it for, aren't available, how do they know? Does the Golf Now system farm them over to our site that allows them to book at a non-Golf Now?

Mr. Moller: So, every rate on Golf Now, with the exception of the two hot deals, are our rack rates.

Mr. Dale: Yeah.

Mr. Moller: We do not have a pay system. There's really no benefit for them to book on Golf Now, other than if they can capture the two hot deals. If they book on Golf Now, all they've done is basically just reserve the tee time.

Mr. Dale: Right.

Mr. Moller: Then they come to the course and pay us.

Mr. Dale: Okay.

Mr. Macheras: But to answer Rob's question, if I go on there and those hot deals are gone, I'll still see Viera Golf Course.

Mr. Moller: You'll still see the 10:00 a.m. tee time.

Mr. Dale: And that's where I'm going with it.

Mr. Moller: The two hot deals that we gave them, are right before the change of rates.

Mr. Dale: Right.

Mr. Moller: So, people are going to usually wait five minutes anyway and just get the cheaper rate.

Mr. Dale: Right.

Mr. Moller: So, we're not really losing anything there.

Mr. Dale: Got it. Okay. That's kind of where I'm getting at. I'm just refreshing myself with the way we used to have it, when we were giving away so much. Michelle and I were talking about this on the way over, and she was like, "*You don't remember this part?*" And I was like, "*Actually, I didn't remember that part, but that was pretty cool.*" But the, even the CDD site was farming some of the stuff over to Golf Now. I just want to make sure that we're capturing all of our money, which I believe we are, because our revenues are way up.

Mr. Moller: Yeah, Golf Now does not take any payments other than the two hot deals, which we don't get any of that anyway.

Mr. Dale: Okay. Alright. That was my only other question. We did restaurant. So, let's go into the Employee Golf Policy. I don't believe there needs to be a Board vote on that. That's the General Manager's Rule.

Mr. Showe: I think he's looking for any opposition to it.

Mr. Dale: Right. So, I just want to clarify, does anyone have any issue with it?

Mr. Rysztocki: I think it looks good.

Ms. DeVries: Yeah, it looks good.

Mr. Dale: Okay, then you have a consensus from the Board to implement it.

Ms. DeVries: And we will monitor it.

Mr. Dale: Thank you, Jim, for putting that together.

B. District Manager's Report

i. Discussion of May 7th Workshop

Mr. Dale: The May 7 restaurant workshop. Jason, if you could touch on that.

Mr. Showe: Obviously, the Board at the last meeting indicated they were interested in having a workshop strictly on the Hook & Eagle restaurant and the operations and just kind of

talking to staff. Jim indicated that they likely can't make a Thursday meeting. So, this day seemed to work for them. We did circulate an email to the Board to make sure we could have a quorum. So, we do have a quorum available for May 7th. Due to advertising time, we pretty much would need the Board to authorize that meeting this evening, because we need to get it advertised as soon as possible. It has to be advertised seven days in advance of the meeting to make it a qualified Board meeting or any meeting of the CDD. So, if that's still the intent of the Board, we would just like to have a motion to approve that May 7th workshop at 7:00 p.m. at the Hook & Eagle. I actually have a meeting at 4:00 p.m. in Orlando that day, so Jeremy's going to be here as backup, just in case traffic slows me down in getting here. But what we can also do is just put a sign on this door just directing people over there just in case. So, we would need a motion from the Board to approve that workshop for May 7th at 7:00 p.m.

On MOTION by Mr. Macheras seconded by Mr. Rysztogi with all in favor the scheduling of a workshop for May 7, 2024 at Hook & Eagle was approved.

Mr. Rysztogi: I have a comment. The funny part of this is, tonight is my last Thursday, as they are moving me to Tuesdays.

Mr. Dale: I knew you were going to say that. It is a workshop and it's just something that I wish we had done last year as we headed into budget season.

Mr. Rysztogi: It's fine. I just thought it was funny.

Ms. DeVries: Now, is it moved or is it two meetings?

Mr. Showe: We have kept them both. So, this is just adding the additional meeting. What I figure, is at that meeting on the 7th, if you guys decide that you don't want the workshop, we can certainly cancel it. It's really up to the Board. We always find it better to keep them on the schedule. If you cancel it now, you can't have it. If you just want to just focus on the restaurant and do the other business on the 9th, you can certainly do that or if you guys want to tap out after the 7th and not have another night meeting that week, you can do that too. But you can figure that out at that meeting.

Mr. Dale: I don't want to commit, like Jason said at this point, but my intent, I think, is if we can knock it all out on that Tuesday, I'm not a meeting happy kind of guy.

Ms. DeVries: Yeah. Okay.

ii. Review Process for General Manager

Mr. Dale: Review process for the General Manager. Jason and I have had a few discussions on this. Jim has officially been in his position for an entire year and as with any other employee, they deserve feedback. He deserves feedback and comments and a look as to whether or not there should be any sort of salary increase for the work that he's done. So, Jason, why don't you share some of the things that we talked about?

Mr. Showe: Sure. So, in the past, the kind of process that the Board chose to go through was, we would send out, which we edited slightly from the past document, which you have in front of you, a document to every Board member. Typically, you give them a week or two to complete it. You could turn it all into me, I would compile them all and then the Chair would take all that information and just meet with Jim one on one.

Mr. Dale: It doesn't have to be the Chair. It's whoever the Board would designate.

Mr. Showe: Correct. That's the process that it was at that point.

Mr. Dale: Right.

Mr. Showe: It can be anyone, but they would take all of the feedback. We can compile it into one document and then whoever the designee is, would go chair that with Jim and also work on what might be an appropriate raise, considering the feedback that was received.

Mr. Dale: So, what I'm looking for from the Board, is this is just the initial dart that we threw, in terms of how we've done it in the past. We are throwing this out as a suggestion. Nothing is etched in stone. If Board members would have a different type of process that they would like to discuss, please, by all means, share. We're open minded, but essentially the intent would be, we're going to designate a person, like Jason said, to meet with Jim. We're all going to digitally, going to email this back to Jason and then all that gets compiled. Then whoever is the person that goes and sits down with Jim, we talk about that. I believe we also probably should set some parameters of percentage that we would be looking at, a range of numbers. If everybody sends back ones on a scale of one to five, then the likelihood of an increase, is not going to happen. But if everybody sends back fives, then that's going to indicate that he did a superlative job and we should increase his salary.

Mr. Macheras: Let me ask you this. Is this the form, tentatively, that we're all going to be filling out?

Mr. Dale: Yes.

Mr. Macheras: Okay. I guess, and I don't know about everybody else, because I might not be familiar with everything, could I just put N/A or leave a blank?

Ms. DeVries: Sure.

Mr. Showe: What we also do, I included as part of your agenda tonight as well, his contract, which has the job description in it. It pretty much mirrors what you have on here.

Mr. Macheras: Okay.

Mr. Showe: But certainly, yeah, if you don't have any information, N/A is appropriate.

Mr. Macheras: I don't know if this is putting the horse before the cart or before the horse, as far as like, with me being one of the newer members, Jim presents something like what his accomplishments or what his things were that year. I see something on the back about trainings. I just didn't know if that was something in the past that might be good to look at first.

Mr. Dale: Funny you ask that, because that was that is a discussion Jim and I had earlier in the week and I asked him to put something like that together for the Board. Should suggestions on how that should be communicated to the Board be via email?

Mr. Showe: It looks like he might have it right there.

Mr. Moller: I don't know if it's everything, but it's what I can think of.

Mr. Showe: He can certainly hand it out or alternatively, he could email it to me and I can email it to the Board.

Mr. Dale: Let me ask, are you comfortable discussing that at a Board meeting?

Mr. Moller: There's nothing that's on here that we haven't talked about at a Board meeting.

Mr. Dale: Then let's talk about it. Let's throw it out.

Mr. Moller: This is what I put together. I just broke it out into the following categories:

1. Leadership:

- Identified and addressed staffing challenges within the golf operation team.
- Successfully recruited a new golf professional, fostering a culture of fiscal responsibility and customer centric service.

- Recognized and promoted existing food and beverage staff to lead the department, continuously enhancing food and beverage operations through regular consultations with the managers.
- Cultivated a positive workplace environment, emphasizing an open-door policy for all employees, currently developing comprehensive job descriptions for the entire operation.
- Introduced and implemented new procedures to enhance operational efficiency, including tee time policies, scheduling improvements, and inventory management measures.

2. Financial Management:

- Maintained positive revenue streams while effectively managing expenses in a volatile economic environment.
- Reduced overall operations by assuming the role of Agronomist for the golf maintenance staff.
- Designed a new rate structure for the Spring season, resulting in increased round revenue during May.

Mr. Dale: For overall operations, are we talking about the expense?

Mr. Moller: Correct.

Mr. Dale: So, if we could clarify on that. In other words, you saved us approximately how much by being the Agronomist?

Mr. Moller: Probably \$30,000 for the year.

Mr. Dale: Okay.

Mr. Moller: That number goes higher every time.

Mr. Dale: Maybe throw that number in there, because that's a data point that's measurable.

3. Project Management:

- Enhanced the putting green and dry range tee, optimizing surface area and playability to boost potential revenues.

- Supervised the installation of the new golf course irrigation systems, improved turf grass plan conditions, ensuring more consistent day to day quality.

Ms. DeVries: Jim it looks good. The things that stands out to me is as a General Manager, you're also not just responsible for the golf course, but you're also responsible for the dog park.

Mr. Dale: He has several jobs.

Ms. DeVries: You're responsible for Woodside Park, all of the fire line, all the CDD. So, I'd like to see some things in here that relate to that part of your job as well.

Mr. Moller: To me that was more of a job description, because most of the stuff on the park had already been done. So, it's basically just taking over operations. It's not really an achievement.

Ms. DeVries: Yeah.

Mr. Dale: Well, I would beg to differ. I look at the condition of those dog hills now. That was a nice touch.

Ms. DeVries: Well, and the fire lines, you know, we've had these conversations about maintaining the fire lines every year and that type of thing.

Mr. Dale: Right. And you finished that ahead of schedule.

Mr. Moller: Well, the guys did.

Mr. Dale: You're in charge. We aren't going to be yelling at the guys if it doesn't get done. The other measurable, and I don't know how quite to put this, but I get that we don't have complete control over expenses, because of the economy. However, the revenues every year, to my knowledge, have gone up every year and they went up again this year and that is something you do have control over. Maybe quantify that somehow, is what I'm looking for.

Mr. Moller: Okay.

Mr. Rysztogi: What are we talking about when you're talking percentages of an increase?

Mr. Dale: Do you mean on expenses?

Mr. Rysztogi: No.

Ms. DeVries: His salary.

Mr. Dale: You tell me.

Ms. DeVries: That's what we have to decide.

Mr. Dale: That's what we have to figure out. I'm not being facetious with that. I'm looking for feedback.

Mr. Rysztogi: The economy's so crazy right now, it's hard to be fair.

Mr. Dale: Right.

Mr. Rysztogi: I don't know other golf courses and other comparables.

Mr. Moller: There isn't any.

Mr. Dale: Well, and then the other part that I would bring up also, is we started, Jim, at the previous course managers salary.

Mr. Rysztogi: We added all of these other jobs.

Mr. Dale: Yeah, we, we got away with no salary increase for a year, for a two-year period, effectively because of the transition there.

Mr. Rysztogi: When you're talking about all of his duties and responsibilities, I have no dispute with that. It's just in my mind, I don't know what we're talking in percentages.

Mr. Dale: How does 4% to 7% sound?

Mr. Rysztogi: It's a number. It's more than I knew 2 seconds ago.

Ms. DeVries: In the corporate world, somebody who's not doing real, well might get 1% or 2% or zero, and someone who's doing really well might get 3% or even 4%. But that's corporate. And I'm not really seeing, even with the inflation, those raises exceed that in the corporate world, unfortunately, because I don't think they're really keeping up.

Mr. Dale: They're not.

Ms. DeVries: Right.

Mr. Dale: Which is why.

Ms. DeVries: That's another topic.

Mr. Rysztogi: That was what my concern was. What percentage were we talking about? 5%, 10%, 15% or 20%.

Ms. DeVries: No, we're talking in the single digits.

Mr. Rysztogi: Okay.

Ms. DeVries: That's an easy way to put it, single digits.

Mr. Rysztogi: Okay. That gives me a ballpark.

Ms. DeVries: Okay.

Mr. Dale: Bill, throw out a range here.

Mr. Macheras: I like that as a starting place, I think. That would be what's in my mind, probably a single high digit. If it was me, and I had no idea what somebody in that position makes, I would look at the cost of living. I google some things just to kind of see where they come from. But on a strictly business-like type, especially somebody that I think, you know, has done a well worth job, I would think high singles would be something I would start with. We just have to do a little bit of research. That type of thing, I think, is fair and equitable to what we see and seeing what's out there. But coming up with a number that both sides are a win-win, that's where I would be. I would think the higher singles is what I would just think off the top of my head.

Mr. Dale: Then how does this work, assuming whoever is appointed to sit down with Jim and come up with a mutually agreeable number. Is that person empowered to give that to Jim?

Ms. DeVries: I thought it was part of the budgeting process.

Mr. Showe: We will add it to the budgeting process.

Ms. DeVries: Okay.

Mr. Showe: There are only two ways to do it, because are a Board. The person the Board designees, is going to have to have the authority to make that determination or they can negotiate with Jim and you have to bring it back to the Board for a full vote at a public meeting. It's going to be public either way if somebody requests it.

Mr. Dale: But we would be able to retroactive that.

Mr. Showe: Absolutely. You can certainly retroactive back to the day of the anniversary.

Mr. Dale: And that's kind of the issue. It's an annual review. It should be at its anniversary.

Ms. DeVries: Right.

Mr. Showe: The Board can designate someone to complete the negotiation or we bring that negotiation back to the Board for a vote. It's got to be one of the two.

Mr. Dale: Right. It sounds like the Board would like to have a say in this. So, we do it that way. We come up with a mutually agreeable number, put that out in an email via Jason and then we vote on it and retroact it back to the anniversary date. That would be my recommendation.

Mr. Macheras: Are you talking about after the meeting?

Mr. Dale: After the meeting of the two individuals, whatever the next meeting is, probably next month that we're able to vote at.

Ms. DeVries: And that person that meets with Jim gets feedback from all of us.

Mr. Dale: Absolutely.

Ms. DeVries: So, there's probably a week or two process in this.

Mr. Dale: Yes.

Ms. DeVries: Okay.

Mr. Dale: Now, I was asking the Board a range of numbers and everything. Let me talk to the guy that's most impacted by this. Without having the discussion in public and everything, what kind of range are you looking at? Are we kind of in the ballpark?

Mr. Moller: I'm open to whatever the Board decides. I know we put a percentage for increases on all the staff during the last budgetary cycle.

Mr. Dale: There's no deal killer, in other words, of anything that we've talked about so far, I guess is what I'm saying.

Mr. Moller: I mean, if I'm scoring ones, I don't need to be in this position anyway.

Mr. Dale: Right.

Mr. Macheras: Is this the form that the person will meet with him?

Mr. Dale: Unless there's something you would like to have added.

Mr. Macheras: There might be a couple of suggestions, not so much on the front, but on the back.

Mr. Showe: You can certainly supplement your own form if you choose or if you want permanent changes to it, just let me know and we can change it before we distribute it to the rest of the Board.

Mr. Dale: I would like the Board Members to have an area to be able to throw in comments.

Mr. Showe: It's on the back.

Mr. Dale: Yeah, but it says, "*Comments from the reviewer.*" I guess the reviewer is the Board Member.

Mr. Showe: Correct.

Mr. Dale: Alright. I just wanted to clarify that.

Mr. Macheras: Okay.

Mr. Moller: When do you want the final draft of the Accomplishment List?

Mr. Dale: Well, we aren't going to be able to vote on this until the next meeting. When is our next Board meeting that we can vote?

Mr. Showe: May 23rd.

Mr. Dale: So, you will still be here. Is a week enough time?

Mr. Moller: A week before the meeting?

Mr. Dale: No.

Ms. DeVries: A week from today.

Mr. Showe: How about this? If you provide me that by the 2nd, I can distribute it to the Board. If you guys have any other comments on this form, I can finalize it on that day. That would give you about two weeks to complete it or maybe a week to complete it and that will give you another week to meet with him.

Mr. Dale: It's just a little tight, if we were having our workshop. I guess what I was thinking is, if you could get that out, the Board could send in their comments and then you and I would sit down before the workshop. But I think that's going to be a little tight. So, yeah, kind of the gist of what I'm thinking conceptually is, you get it to us in a week, the Board has a week to get it out and then you and I schedule or you and Jen or whoever, schedule something to do that. That leads to, I guess, the final issue, then, as to the Board's desires. Who do we want to designate to sit down with Jim? Believe me, I don't have a burning desire to, if somebody else really has a burning desire to be, the conduit here.

Mr. Rysztogi: Not me. That's not my cup of tea.

Ms. DeVries: As long as it's by May 10th, I could, because I leave on May 12th.

Mr. Dale: Well, May 10th is Michelle's birthday.

Ms. DeVries: Okay. As long as I can meet with Jim before May 10th, then that would work for me. Will we be able to get all this together by then?

Mr. Dale: I think so.

Ms. DeVries: Okay. If that's okay with the rest of the Board.

Mr. Macheras: Yeah.

Mr. Dale: Are you at the 23rd meeting?

Ms. DeVries: I am not, but I can attend by phone.

Mr. Dale: Is that going to be an issue?

Ms. DeVries: I don't want that to be an issue.

Mr. Dale: We will have a quorum.

Mr. Showe: That's the key thing.

Mr. Dale: But I guess what I'm saying is, does her attending by phone cause an issue?

Mr. Showe: She can provide me in advance of leaving or at any point, even just a text of, *"Hey, I met with Jim and this is what I recommend"* and we just have something to discuss at the meeting.

Mr. Dale: Right and then the Board goes with it.

Ms. DeVries: The part I'm not sure about yet is the number, but I think we need to do a little research there.

Mr. Dale: Yeah.

Mr. Macheras: Yeah, I agree. I'm fine with either one of you, because you all spent more time with him over the past year and you may know stuff that I wouldn't know or Denise wouldn't know. So, I'm perfectly fine with that.

Ms. DeVries: Right.

Mr. Dale: I'm perfectly good with Jennifer meeting with Jim.

Ms. DeVries: Okay.

Mr. Dale: Given that you've been involved with all of the job descriptions and all of that kind of stuff intimately. It actually kind of flows.

Ms. DeVries: It does.

Mr. Dale: So, I'm good with that. What we need is a motion from the Board. Jason, could you craft the motion?

Mr. Showe: Let's work on the timeline then. You need to meet with him by the 10th at the latest. So, let's work backwards then. Is there any way, Jim, that we could get your list by Monday or Tuesday?

Mr. Moller: Sure.

Mr. Showe: Is that cutting it too close for you.

Mr. Moller: Give me until Tuesday.

Mr. Showe: Okay. Because on Tuesday, I'll email the form. That gives you guys a week, which means I get them all back by the 7th, so I can get it to Jennifer with enough time to meet with Jim.

Ms. DeVries: Okay. If the timeline doesn't work, then I would nominate Rob.

Mr. Showe: Well, why don't we make that part of the motion then. We would look for a motion to appoint Jennifer as the primary representative, with Mr. Dale as the backup, should the schedule need it, to collect all of the reviews and have a meeting with Jim on behalf of the CDD Board Members and negotiate a percentage raise to bring back the Board to discuss.

Mr. Rysztogi: You're saying to bring back the Board?

Mr. Showe: Correct.

Mr. Rysztogi: So that Jen could not make a final decision.

Ms. DeVries: No, I can't make a final decision.

Mr. Dale: Nobody's making a final decision. It's just going to be the recommendation.

Mr. Rysztogi: Okay. I understand.

Mr. Dale: Then we'll discuss it and it may wind up just being a rubber stamp at the next meeting.

On MOTION by Mr. Macheras seconded by Mr. Rysztogi with all in favor appointing Ms. DeVries as a primary representative and Mr. Dale as a secondary to collect reviews and meet with the General Manager on behalf of the Board to negotiate a percentage raise to bring back to the Board for discussion was approved.

iii. Presentation of Number of Registered Voters – 7,789

Mr. Showe: The last thing is not real exciting. It's a presentation of the number of registered voters in the District. You are currently at 7,789 registered voters as of April 15. It's a required number that we're required to advertise every year. However, this District is completely turned over to resident control, so it's really just a data point that we're required to announce.

Mr. Dale: I do just want to bring up a point of interest for the rest of the Board on this. Those are the registered voters, not the number of residents in the District.

Mr. Showe: Right.

Mr. Dale: The latest estimate that I've seen from the Board of Realtors, is that there's roughly 12,000 people that live in Viera East. That number is actually just as big as some cities like Satellite Beach and Indialantic and other areas.

Mr. Macheras: So, when you're looking at 4,000 homes, I would be surprised if it's even more than that, to tell you the truth.

Mr. Dale: Yeah, there's roughly 4,500 rooftops.

Mr. Showe: 25 more voters than you had last year.

Mr. Macheras: From people turning 18.

Mr. Dale: Yeah. Some moving out and some coming in.

Mr. Showe: That's all I have.

C. Lifestyle/Marketing Report

Mr. Dale: Let's move on to the Lifestyle Marketing Report.

Ms. Webb: Alright. I'm actually working on finishing Bill and Dave's camp flyer and also putting together Mike Hogan's because I haven't gotten anything from him. I need to change the one on the website, because it's from 2023, but Dave gave me those. We still have music on a patio running through May, as well as karaoke on Friday nights. Trivia will be the first and the 15th of May. Then we'll probably move more into a Summer area, whether we'll continue with music on patio or take it inside, depending on the weather.

Mr. Dale: Or whether we continue it at all. Why would we not continue it?

Ms. Webb: Why would we not continue? Because certain people start going on vacations. People aren't always there. We have the basic same number of people that come all the time.

Mr. Dale: So, it's a profit thing, right?

Ms. Webb: Right. Well, I think that's what I'm saying. It depends on what's coming. We actually did a piece on some of them and some of them just come. Because on this side of the causeway, there's not really music on the patio. If you go over to the Avenues, there are four or five different areas that you can go sit and listen to music, but on our side, there's not really anywhere you can sit and listen to music. So, that's the one benefit. We ran the numbers. The nights that we've had it there, we made more the nights we didn't have it. I don't know how that's going to look for Summer, because they're not going to want to sit on the patio when it's 95 degrees out there. So, I don't know if we want to bring it inside, because it gets too loud. So, we're going to look at that and see if it's even feasible to continue it or wait until the cooler months to do that. Most of the time changes are in June. Right?

Mr. Moller: Yeah.

Ms. Webb: I am getting ready to design the May calendar, but then we'll have to look at what we want to do for June, July, and August. I know we have Military Mondays, but we're

going to be closed on Mondays. So, do we want to change the day? That's what I have to talk to you about.

Mr. Moller: Okay.

Ms. Webb: So, I have a list of things that I need to get with Jim and the restaurant, to see what they want to do as we move closer to the end of school into Summer. I know Summer was always slow for us in a lot of the things that we did, because people are traveling and going out of town in the Summer. So, I don't know if we just not have anything in June and July.

Mr. Moller: That's something I hope we could talk about during the workshop, the Summer hours and activities and things like that.

Ms. Webb: Right.

Mr. Macheras: Question. As far as the talking about the Saturdays, would something be an option that you just do two a month or one a month or are you looking at all or none?

Ms. Webb: Well, I've normally done one. I've normally do it one every other week. In March, we did one every weekend.

Mr. Macheras: Right.

Ms. Webb: Because it was busy, it's one of our busier weeks. Then in April, we did three. We won't have nothing on this one, because it's coming to the end of the season. Then we have two scheduled for May. Part of the problem is you have your regulars that come. I try to pick musicians that are not high priced, because I don't want to bring a \$400 or \$500 group in. Yes, they'll bring their following, but we also know that there's one or two bands that bring a large group with them, but the revenues we make from them are not so much profitable. So, if everybody comes and orders beer and listens to them for 3 hours, our cost factor to pay them versus what's bringing them in, is almost the same as when Lacey's there. I paid her \$150. So, it's kind of the whole concept of whether it is worthy to continue it or not.

Mr. Macheras: I'm just curious, did we do that last year, as far as looking at last year's numbers?

Ms. Webb: We didn't.

Mr. Macheras: So, if we look at last year's numbers, it would be without patio stuff.

Mr. Moller: Correct.

Mr. Macheras: Okay.

Ms. Webb: We are keeping trivia. The month before, when we had feud trivia, it was packed in there. We had a full house. People had to sit outside. This feud trivia, we only had two groups show up. So, it depends on what's going around the area.

Mr. Macheras: Right.

Ms. Webb: That's the one thing we were talking about. Even like our Farmers Market, we're not as profitable as we used to be, but there's a Farmers Market on every corner now. When we originally developed it, there wasn't anything over here. Rockledge Gardens had one. The City of Rockledge is having one now. We're having one. On our social media site, somebody posted that there's a good Farmers Market in the Viera area. Probably seven people put, "*Viera East Farmers Market.*" So, I was happy to see that. It wasn't even me. So, it's very popular. People do say, "*Oh yeah, I've heard of you. You're hard to get into because I keep it very limited.*" That's why people do want to come into our Farmers Market, because no one is selling candles. So, I think that's definitely something we still keep doing. We did it over the Summer as well. For the last two Summers, we cut our price down a little bit because it is getting hot. Instead of charging \$25, we charged \$15. People were happy with that, because they don't make as much as they do during our normal time periods, but they do make something.

Mr. Rysztozi: How many vendors do you attract.

Ms. Webb: For Summer?

Mr. Rysztozi: On an average.

Ms. Webb: On an average, lately, we've been around 40.

Mr. Rysztozi: I just had to visualize.

Ms. Webb: If we're competing with big things like the Blueberry Festival, like this last one that we're competing with. There was also the barbecue. So, we had two big things, but it was still successful.

Mr. Rysztozi: Did you have 40 vendors?

Ms. Webb: Yeah. We still have some very dedicated vendors and people know they're going to be there and they come for them.

Mr. Macheras: Right.

Ms. Webb: So, that's why it's important for the consistency. Even that time I canceled that one, I still said, "*That's fine, but if something happens to you, it's not our liability because we closed it,*" because people come knowing they're there. So, if you want that homemade

hummus, he's only going to be there once a month. They want him there so they can come get his hummus.

Mr. Macheras: It's like the pasta.

Ms. Webb: It is like the pasta. So, people come. Our bread lady always sells out most of her stuff. They're dedicated. We are going to lose some because some go back up north, like, oh, we had the one lady that does the dog thing, who moved back up north.

Ms. DeVries: The popcorn people.

Ms. Webb: The popcorn people were going back to Vermont. So, we won't have that wonderful smelling popcorn, but we do have the consistency. I will tell you, most of our vendors are very dedicated to us. They brag about us. They are constantly out there. We get calls and emails constantly. So, my vendor list is about 300 long and if one doesn't come, we fill it with somebody else. When they call, it could be a year old that they've been on the list and they come. So, it is a kind of a replacement. One year we had 60 vendors. The problem that we have is parking. Now we have a new sprinkler system out there and I don't want tons of cars driving out on that field. because I don't want damaged equipment. So, we figured that 40 is a good area for parking, people coming in and things like that. The next one will be on May 11th. We're going to do Mother's Day and Mock Mother's Mimosas, so that they can come and sip and stroll, but they're going to be mocked. So, that's probably the bigger thing we're going to focus on. I'm going to try to do some more things at the park for the kids. We did have the Art in the Park at the last one. We have a lot of kids that went by and painted. It was really cute. We had a family that did rock painting together and it was nice to see that. They said, "*You need to have more of this stuff.*" That's what I hear every time we do something out there. One of our local artists is going to do a paint your partner thing at Hook & Eagle on Saturday night. They will come in and paint their partner. It's kind of like this big social media thing that's going on right now. So, she'll have painting boards and the charcuterie board parties that we've had in there. They pay a certain fee; they get their boards or paints. It's kind of like a little thing that they can do as a date night. Maybe that's what I bring in on Summers versus game nights, things like that, that will be as hot for anybody that's on the patio. But that's what we're trying to do, moving into the Summer. So, I'm working. We are still going to have to decide on what we're going to do with music in the park, if we're doing music. Do I move into that? Do I move into buying some stuff for that?

Mr. Moller: Well, I think we need to meet up and talk about what I've come up with and what you come up with and try to figure out the best vendor.

Mr. Dale: Then make a proposal to the Board.

Ms. Webb: Okay. That will be our Summer work.

Mr. Moller: I figured that's what we were waiting for.

Ms. Webb: So, that's where we're at right now. We're getting ready to get out of season and into the Summer season. It's a lot more looking at the restaurant hours, what we want to promote. I know we did Teacher Tuesdays with group golf. We might want to bring that back in. So, I'm just setting up those things.

Mr. Dale: Does anyone have any questions?

Mr. Rysztoji: No.

Ms. DeVries: No.

Mr. Dale: Alright. Thank you very much, Michelle.

D. Restaurant Report

Mr. Dale: Do we have anything to add to the restaurant?

Mr. Moller: I had it in my report.

Ms. DeVries: Good revenue, good profit.

Mr. Dale: The restaurant made roughly \$10,000 last month.

Mr. Moller: Yeah. The restaurant made \$10,000 and the golf course made \$100,000.

Mr. Dale: \$105,000.

Ms. DeVries: We're in the black now, in the restaurant.

Mr. Dale: \$105,000 is net, not gross. Correct?

Mr. Moller: Correct. That's all net.

Mr. Dale: And that puts us into the black for the restaurant for the year, even with the former manager's salary in there.

Ms. DeVries: Right.

Mr. Moller: A little over \$11,000.

Mr. Dale: Which we won't have going forward. Were we not to have the former manager's salary in there for this year, we'd actually be \$11,000 ahead.

Mr. Moller: We would be around \$15,000 in the black.

Ms. DeVries: Keep it going. We'll talk more about that at the workshop, though.

Mr. Moller: Yes.

Mr. Dale: Those are all good numbers. I was very glad to hear that.

EIGHTH ORDER OF BUSINESS

Treasurer's Report

A. Approval of Check Register

Mr. Dale: Treasurer's Report. Jason, why don't you take over?

Mr. Showe: Sure. On your Check Register we have General Fund Checks #4999 through #5039, Capital Reserve Checks #192 and #193, as well as Golf Course Checks #31525 through #31611, for a grand total of \$859,368.45. To point out a couple things, there are two Florida, Power & Light bills, both in the General Fund and Golf Course Fund. Those are actually for separate months. They just got invoiced, kind of the way the billing cycle wasn't the same, but they will be attributed to the correct time periods. If anyone was curious, all of the janitor services get billed directly to the golf course, not to the restaurant. Kind of the same thing with the Huntington National invoices. There are actually two sets of them for this month, but they are attributed to kind of the same thing. We just got two in the same building cycle, but they cover two different months. So, when the financials are broken out, they're broken out into those separate months.

Mr. Dale: Yeah. There were some big chunks in there that I was looking through.

Mr. Showe: Those really large leases that we pay on a monthly basis. So, that's why this Check Register is probably a little higher than your normal runs.

Mr. Dale: Same thing with the leases on the equipment.

Mr. Showe: Yes.

Mr. Dale: Okay. That's what I'm looking at right now.

Mr. Showe: Yeah. When we account for them in the month to month that you see in your balance sheet, they're in the correct months. It's just they got billed all in one.

Mr. Dale: Do you have anything to add on that?

Mr. Showe: No.

Mr. Dale: You did bring up Jani King. That is one of my questions. I saw the amount. Is the Jani King fee for the restaurant?

Mr. Moller: Yes for the bathrooms.

Mr. Dale: The bathrooms. So, it's all lumped together. That's probably something you and I should talk about, but obviously I'm not happy with them.

Mr. Moller: I have some bullets that I'm working on right now.

Mr. Dale: On the level of service that they're providing. Okay. We'll talk about that. Jason, also, in going through everything I just saw, \$9,900 for ECOR. Is that a double amount?

Mr. Showe: No, that's their monthly charge. It alternates. There are some months where they do the natural areas. So, if that's the month they service the natural areas, it's going to be higher than normal.

Mr. Dale: So, we're effectively talking six figures. I know we have to have them and they do a tremendous amount of work and everything, but it just gets shocking when you look at the actual amount sometimes that we get whacked with.

Mr. Showe: Yeah. Their contract is \$132,000 a year.

Mr. Dale: Yeah. Alright.

Mr. Showe: Certainly, we can take any other questions or a motion to approve the Check Register as presented.

On MOTION by Mr. Rysztocki seconded by Ms. DeVries with all in favor the Check Register for March 21, 2024 through April 18, 2024 in the amount of \$859,368.45 was approved.

Mr. Dale: Thank you, Jason. I know you spent some time jumping through hoops on a few of those things.

Mr. Showe: Absolutely. I appreciate getting questions in advance, because it actually gives me time to get back to you. Most of our Districts are a little less complicated financially than you guys, so when we have questions here, it does take a little bit sometimes.

B. Balance Sheet and Income Statements

Mr. Showe: Behind that, we have your Balance Sheet and Income Statement. No action from the Board is required. Jim has gone through a lot of the financials and they're pretty much as you would expect. We are at 91% collected on assessments through March 12th. So, we're in great shape there. We should have the rest the next in the next set of financials.

Mr. Dale: Is that usually about where we're at?

Mr. Showe: Yeah. You have a large business component, and some of the business folks either pay quarterly or they actually hold the money and wait until the last payment. Communities that are all 100% residential, we almost have your money by February. You guys are just a little different makeup, but it happens. No worries.

Mr. Dale: Good deal.

Mr. Showe: That's all that I have.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Dale: Alright. Let's go on the Supervisor's Requests. Bill, do you have anything?

Mr. Macheras: Two quick things. One, I met Lacey and was very impressed.

Mr. Dale: Thanks for coming out tonight, folks. [residents left meeting]

Ms. DeVries: Yeah. Thank you.

Mr. Macheras: It may have been last Friday. Between her and Inez, any questions that I had, they answered. I know in talking with Jim, they're working on stuff that we've discussed, before as far as spreadsheets and just keeping track of what is being paid and not double paid. So, that I do appreciate just some things that I've noticed, when I go in to sign checks. As far as the workshop on May 7th, and I don't know if this is something we have to do or not, would it save time if we provided Jason with things we want to discuss? For instance, I would like to see is a breakdown, because I know one of the things we're going to talk about is coverage and Supervisors and additional work, etc., on how it currently is set up, the Organizational Chart, because I don't know everybody. I have some things I want to discuss and kind of like what Jason just said now, would it behoove us to know what those things are? I don't know. I'm just asking.

Mr. Dale: Absolutely, is what I would say. Anytime you can give them a heads up to have answers to questions that might be a little off the wall.

Mr. Macheras: Okay.

Mr. Dale: I know in the past we've had issues where people were barraged with things that took a little bit of research or were a little off the wall. That's not really fair to the staff members. So, if there's something detailed that a Board Member is looking for, give them a chance to put it together ahead of time.

Mr. Macheras: It's mainly just how we're set up now, you know, maybe a breakdown of hours each day, what our staffing looks like and some of us that have owned our own business or managed them. It just gives me something to look at.

Mr. Dale: Right.

Mr. Macheras: So, I know what I'm talking about. And then, like you said, then they know, these are some things we're looking at. Because that, to me, is my starting point.

Mr. Dale: Right.

Mr. Macheras: You know, as we talk about those things.

Mr. Dale: But by no means does it mean if it's not on the agenda or part of the list that you can't talk about it.

Mr. Macheras: Okay. I think that was it. I appreciate everybody setting that up. I think that's going to be good.

Mr. Showe: Certainly. I think that applies to everyone. If you have specific questions that you would like the restaurant to answer, if you get that to Jim and myself, before the meeting, we could certainly research it.

Mr. Macheras: Just save time.

Mr. Dale: Be prepared on it.

Mr. Macheras: Okay. I think that's it.

Mr. Rysztogi: I met with Senator Debbie Mayfield, the I-95 representatives, at their Noise Abatement Committee Meeting that they held last week. The Senator was very knowledgeable in what was going on. I don't think she was blindsided by the issues that were presented. The I-95 representatives, whether or not there would be a 14-foot-high wall or up to the maximum of 22 feet, is as high as they go. They're claiming that the percentage of the cost of a return for the percentage of residents that would benefit from it is small since there's a golf course involved and it's not really residents.

Ms. DeVries: There are residents that live on the golf course.

Mr. Rysztogi: Well, but they're based on the percentage of the number of houses.

Ms. DeVries: The number of houses.

Mr. Rysztogi: How many feet away.

Mr. Dale: In other words, you're saying that there are more people that benefit. It's not just the people that live on the course, it's also the people that play or visit.

Mr. Rysztogi: They calculated that in the noise while you're playing golf.

Ms. DeVries: Okay.

Mr. Rysztogi: To condense all this, the argument being made is the numbers that they were using and the decibel levels that they were presenting were old. The lanes have changed, they've widened it, the traffic has increased. So, the Senator was trying to use that as the argument that that's old school, but why they were denying the wall.

Ms. DeVries: So, she was for it?

Mr. Rysztogi: She was 100% for it. She was going to meet with people in Tallahassee from, I won't say loopholes, but I'll say other angles and get back to the Board on how she feels we can proceed. The general numbers, if you just want to use the numbers that the State uses, it doesn't qualify for a wall. The meeting went on to discuss other things other than a wall, whether or not we use bamboo. I won't bore you with the details, but everything was considered and they understood that the Viera East CDD was very supportive of helping the Noise Abatement Committee and anything that we could do to help. There are no final results. There is no yes or no as of right now. But she's also in agreement that either it gets done now, like I said before, or it doesn't get done. They are going to resurface everything through Viera. I think it starts in June.

Ms. DeVries: This is the ideal time to address it.

Mr. Rysztogi: Does anybody have any questions?

Ms. DeVries: No.

Mr. Dale: Thank you for taking your time out to do that, Ron.

Mr. Rysztogi: Okay. The number of residents really is what it's based on. Even if they put a wall up, how many decibels improvement justifies it?

Ms. DeVries: Okay.

Mr. Dale: Very good.

Ms. DeVries: I have one Supervisor Request. The newsletter has been on our list for a while and hurricane season is coming again. So, I wanted to ask where we're at with that.

Ms. Webb: I have to set up all of that. We are still waiting for a couple of little things from people. I am going to use what you originally sent. Right?

Ms. DeVries: I guess. Would we see a proof? I don't think it's changed. I wrote it quite a while ago, but I don't think it's changed.

Ms. Webb: What did you write?

Ms. DeVries: I drafted Rob's letter for him.

Mr. Dale: Yes, she did.

Ms. DeVries: He never gave it to me.

Mr. Dale: The proof would have to come from the printer, but we can do a content proof.

Ms. DeVries: Yeah, we can do a content proof. I don't see any reason why what I wrote would change.

Ms. Webb: Okay. I didn't know, because I know that's coming.

Ms. DeVries: I know Jim was going to look at it, but I don't know where we're at.

Mr. Dale: Do we want a target?

Ms. Webb: The previous one, you wrote on it.

Ms. DeVries: So, the article I wrote is called, "*Managing Water in the District*. It has a multifaceted approach. It talks about what we do. You know the St. John's Waterway.

Ms. Webb: You could write something for Hook & Eagle.

Ms. DeVries: It would be great to write something for Hook & Eagle.

Ms. Webb: So, each part has something. There would be little part for the golf course and upcoming things.

Mr. Dale: Here is what I would suggest. I would suggest that we target the next Board meeting as our completion date.

Ms. DeVries: Okay.

Mr. Dale: I'm glad you brought this up at tonight's meeting. So, I would also suggest having a motion for an up to and up to amount, because all of this has to go to the printer. We have got 4,500 rooftops roughly that we're going to have to send this to. The way we did it through *Savings Safari* last time, was very efficient. I believe it was only about \$3,000 roughly. It's probably going to cost \$3,000 to \$4,000 to get this out. My suggestion, because I keep seeing that the mail rates have doubled and all this kind of stuff and they're going up in June, is to approve an amount up to \$6,000. That doesn't mean we're going to spend all of that, but it gives us the opportunity to go to *Savings Safari* and say, "*Hey, we want to do one like we did the last time, here's our content. Please compile and mail it the same way you did the last time.*"

Ms. DeVries: I'm good with that. By the way, the other thing the newsletter does is it explains what the CDD is and what it does. There actually is a chart that I wrote that I can't

remember if we included. It's a table, which basically explains what the CDD does, what VECA does and the various entities?

Mr. Macheras: I don't know if we still have that thing that you and I came up with a couple years ago.

Ms. DeVries: There is one on a website.

Mr. Macheras: Yeah, there is.

Ms. DeVries: I based it on that.

Mr. Macheras: Good. We came up with something regarding VECA, because a lot of new people coming in or people that just don't know. But, yeah, that is still posted and used. We kind of got together and just broke down the basic stuff like this.

Ms. DeVries: Yeah, right. That's kind of what I'm referring to.

Mr. Macheras: You can't report that enough, to be honest with you.

Ms. DeVries: Right. It had a cheat sheet on the back with that kind of information, that what each of the organizations does, but the front page is about the Viera East CDD.

Mr. Macheras: Right. Good. I like that.

Ms. Webb: So, now, my other question is, last year, I broke it out into columns and it was a two-, three- or four-page document.

Ms. DeVries: It was four pages. It was 11x17.

Mr. Dale: With multiple areas.

Ms. Webb: Four sections.

Mr. Dale: But we've got four pages to work with.

Ms. Webb: Right.

Ms. Webb: Now, I was going to do, like, things in the back, like important phone numbers to call. For example, who do you call if you have a waterway disruption?

Ms. DeVries: Right

Ms. Webb: Yes. Kind of a phone.

Mr. Dale: Well, and what happened this week, which I shared with Jason, a resident of one of the communities sent an email. Fortunately, I'm still around, but the other four Board members that he sent it to are no longer on the Board.

Ms. Webb: Right. Yeah. We can update the website with the current Board Members. We talked about some people paying for ad cards.

Ms. DeVries: Then we could help offset the cost. I would say if we did ads, it would have to be businesses in the District.

Ms. Webb: Right.

Mr. Dale: We only have a month to work with and not really effectively a month.

Ms. Webb: We can give a discount to people in the District. I have some people that are interested.

Mr. Dale: Okay. If you got a couple, but that's something we're going to have to be on right away.

Ms. Webb: Okay. It's not that hard.

Ms. DeVries: Michelle, you still have everything? Can you send it out or do you need me to send anything?

Ms. Webb: I think I already have it embedded, so I'll make sure.

Ms. DeVries: Okay. The one thing I can't remember is I drafted that table with the responsibilities of each organization, but I don't know if I ever finished it or gave it to you.

Ms. Webb: I don't remember that.

Ms. DeVries: Yeah. Okay.

Mr. Dale: But I guess what my ask of the Board, since it sounds like we want to get going on this right away, is we have an expense approval that we need to meet.

Ms. DeVries: Yes.

Mr. Dale: I would recommend, since I've got the contact that we've used in the past, I've worked with all sorts of mail houses by far, he got his stuff together, best price, all of that. But I would say let Jim and I work that all out in the future. Jim can handle it all, but I have to make the connection for him first. I would suggest maybe \$6,000, but I have no idea with mail costs where we're at right now. So that's my only apprehension with it.

Ms. DeVries: You need to make a motion if we're going to get it out.

Mr. Dale: Right, but we're going to need an up to amount.

Ms. DeVries: Do we want to make it \$7,000?

Mr. Dale: Let's make it \$7,000 just in case.

Ms. DeVries: Obviously, we're going to be as efficient as possible, but up to \$7,000.

Mr. Dale: I suspect it's probably going to be somewhere around \$5,000 now, given what's happened with the economy and everything.

Ms. DeVries: Okay. I make a motion to approve up to \$7,000 for a VECDD newsletter that will be sent to all homes in the District.

Ms. DeVries MOVED to approve up to \$7,000 for a Viera East CDD newsletter that would be sent to all homes in the District and Mr. Rysztogi seconded the motion.

Mr. Dale: To get the ball rolling prior to our next meeting.

Ms. DeVries: To get the ball rolling, yeah, so that we can get the ball rolling up for the next meeting. Do I need to put that in there?

Mr. Dale: That's technical motion language.

Ms. DeVries: Well, it would be sent out in about a month or whatever.

Mr. Dale: Right.

On MOTION by Ms. DeVries seconded by Mr. Rysztogi with all in favor approving up to \$7,000 for a Viera East CDD newsletter that would be sent to all homes in the District within a month was approved.

Ms. Webb: There would be spots for Hook & Eagle and the golf course.

Ms. DeVries: Right.

Ms. Webb: Do you want me to come up with something? Do you want to come up with something?

Mr. Moller: Send me what you have, just so I can see some kind of basic outline of what this thing looks like.

Ms. Webb: I'll send you what we did last year.

Mr. Moller: Okay.

Ms. DeVries: It was two years ago.

Mr. Dale: Here's my suggestion. I think within one week, we should have the content rough draft out to the Board. When I say content, I mean it's the stuff that's going to be in it. It's just not going to be near as pretty as this guy is going to make it.

Ms. Webb: Yeah. Because what happens is, whatever you guys put, I align it with the page, but I have to make it readable, because I don't want to make it where the owner never reads it. Right. So, we have to make it big enough, but also design tutorials.

Ms. DeVries: Right.

Mr. Dale: Is it reasonable within one week, we can have that to the Board?

Ms. Webb: Yes.

Mr. Dale: Okay. So, we'll target next Friday, close of business. How does that sound?

Ms. Webb: Alright. So, Jim, I will send you last year's copy so you can kind of see how it was set. It's pretty much the same design.

Mr. Moller: Okay.

Ms. Webb: Just plug it in the new stuff.

Mr. Moller: Okay.

Ms. Webb: But if the new stuff is taking bigger and you need more room, I might have to add a page. I have other designs that I can do.

Mr. Dale: Well, adding the pages gets a lot more expensive.

Mr. Moller: Just send me the old one and then we can talk with questions and stuff like that.

Ms. Webb: Okay.

Ms. DeVries: I have one more Supervisor's Request. We can talk about this at some workshop at some point, but because hurricane season is coming, I want to make sure that we have an Emergency Plan in place. What I mean by Emergency Plan is, if we're having a hurricane and somebody calls the CDD, what happens? If somebody has flooding or whatever, what happens.

Mr. Dale: What you're touching on is we do have a plan. The problem was nobody knew what it was last year, which is when we had the problem over in Somerville. I think that is an excellent insert for this newsletter.

Ms. DeVries: We talked about this a long time ago, but I remember talking about. If somebody called the VECDD and it was during an emergency, that that phone would be forwarded so that somebody would answer it.

Mr. Dale: Right.

Ms. DeVries: And know that there was a problem and who to call.

Mr. Dale: There was an 800-emergency number, but nobody was picking it up, which was the issue that we had.

Ms. DeVries: Everyone was out of town. Everybody evacuated. Its health and safety first. If they're telling us to evacuate, then evacuate. Everybody is going to evacuate, but, that phone could be forwarded, you know, to wherever that person is and you know who to call.

Mr. Dale: Yes. They would know the phone number and email.

Mr. Moller: Unfortunately, I had that issue before, when we had the Charlie Francis Jean hurricanes. I was the contact for our area, for the golf course and stuff like that. I had Nextel at the time and I guess emergency services was hijacking the Nextel circuits.

Ms. DeVries: Oh, man.

Mr. Moller: So, I had no service. So about four days after, I had like 22 voicemails.

Ms. DeVries: Oh, no. We would like to prevent that. So, if we could figure that out before.

Mr. Dale: At a minimum, we should have a phone number and an email.

Ms. DeVries: Yeah, right.

Mr. Dale: Where the email is the backup.

Mr. Moller: Honestly, in my opinion, anything reported for a hurricane, there's not going to be immediate action anyway. So, I think an email, it was probably just fine.

Mr. Dale: Well, but the issue that we had with Somerville, is we had community flooding. Now, granted, it wasn't anything that we did wrong. It was actually a tree that wound up blocking the county storm drain, but we wound up fixing it for everybody. But I remember at the time, we had issues with our General Manager and I was calling him and he wasn't able to get ahold of our CDD guy, because of the fact that he had evacuated. So, in conjunction with the contact, we need to have a designated person. In all probability, the designated person is going to be you or Will or one of the guys. I don't care who it is, we just need to have somebody designated.

Ms. DeVries: What had to be done, is we had to send an engineer out to figure out what was going on.

Mr. Dale: Right. We are fortunate that we have Rob now on staff, which is why I didn't like where we were at, where we were picking at our District Engineer who got this situation fixed within one day. Once we got word on this, he did a phenomenal job with that.

Ms. DeVries: The managing water in the District, is actually telling people how to make sure they keep their drains clear.

Mr. Moller: Right.

Ms. DeVries: That's one of the things that you have to do before the storm.

Mr. Dale: Right. So, yes, please. That's kind of like a side an aside, but we'll get whoever we want to put for the number and email and we'll give it to Michelle.

Mr. Moller: I can be the main contact for whatever information we're sending out and then I'll have my contacts, where, if I can't get ahold of Ed, I call will. If I can't get a hold of Wes, I call Justin.

Mr. Dale: Right.

Mr. Moller: So, on and so forth. That doesn't need to be on that list.

Mr. Dale: Right.

Ms. DeVries: Jim, by the way, I want you to read the article. Don't worry about hurting my feelings. I was just trying to get something on paper.

Mr. Moller: I really want to read it.

Ms. DeVries: Okay.

Mr. Dale: Anything else, Jen?

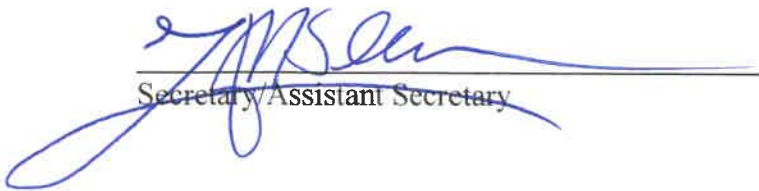
Ms. DeVries: Nope, that's it for me.

Mr. Dale: Those were two excellent issues to bring up. I'm glad we did that. I do not have anything. So, I do want to thank everyone for the hard work. Jim, the numbers that we're seeing from the course and the restaurant are very good and I'm very pleased to see that. So, with that said, we need a motion to adjourn.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rysztocki seconded by Ms. DeVries with all in favor the meeting was adjourned at 9:02 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman

