

MINUTES OF MEETING
BAYTREE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Baytree Community Development District was held on Wednesday, August 5, 2020 at 12:00 p.m. at the Baytree National Golf Links, 8207 National Drive, Melbourne, Florida.

Present and constituting a quorum were:

Melvin Mills	Chairman
Jerry Darby	Vice Chairman
Carol Witcher	Assistant Secretary
Richard Bosseler	Assistant Secretary
Richard Brown	Assistant Secretary

Also present were:

Jason Showe	District Manager
Michael Pawelczyk	District Counsel
Peter Armans	District Engineer
William Viasalyers	Field Manager
Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order at 12:00 p.m., called the roll, and the Pledge of Allegiance was recited. All Supervisors were present.

SECOND ORDER OF BUSINESS

Community Updates

A. Security

i. Security Officer Salary & Uniforms

Mr. Mills: Is anybody here from security?

Mr. Showe: I don't see anyone, but at the workshop we were asked to discuss two items; one to look at a potential raise for one of the guards and the other was the uniform for summer. In your agenda package is a picture of what that summer uniform would look like. If you are okay with that we could go ahead and authorize the polos.

Mr. Darby: The only clarification, Jason, is that it is not a summer uniform. It does not include seasonal uniforms. They didn't give me a good reason why they would. I think the polos are nice, it gives a less stiff appearance.

Ms. Witcher: If it makes them more comfortable.

Mr. Mills: With the heat, it is so ridiculously hot.

Mr. Showe: If you are okay, we can communicate with them to see if they can make the switchover, if there is no opposition.

Mr. Darby: Okay.

Mr. Brown: Did you hear anything on the wage increase?

Mr. Showe: I put a little summary together that I handed out. I know Jerry had a conversation with them. They provided two different options. Their standard rate right now is \$19.43. Option A would increase Matt's salary to \$17.50, which would cost the District an extra \$7,000. Option B would increase Matt's salary to \$20 an hour, which would cost the District about \$16,000. So those options are there for you. It's up to the Board if you choose to do that or not. Obviously, given that our budget is a little tight, we have look at cutting expenses in other places, should the Board approve that, but that's up to the Board's discretion.

Mr. Darby: For what it's worth, my personal preference would be to increase Matt's salary to \$17.50 initially and then perhaps look at raising it \$20.

Mr. Bosseler: That goes in line with what we talked about at the workshop.

Mr. Mills: What do they charge us per hour now?

Mr. Showe: The current rate is \$19.43. Option A is \$17.50 and Option B would increase Matt's salary to \$20.26.

Mr. Darby: I would go with Option A, because I think Matt is definitely doing his job.

Mr. Brown: I agree.

Mr. Darby: Granted this is going to affect our budget by, what, \$7,000?

Mr. Showe: Correct.

Mr. Darby: I'm sure we can find some line item someplace to offset it.

Mr. Showe: We can balance it out.

Mr. Mills: Do you want to make a motion?

Mr. Showe: I don't think we need to make a motion. We are going to talk later about all of the different contracts we have and what the Board is going to do with that. So, if you are comfortable, we can wait until then.

Mr. Mills: Okay.

Mr. Showe: Is there anything else for security?

Mr. Mills: Yes. I was going to ask this question and Mike can probably give us some legal advice on this. I talked to Matt about what is going on in the country today or I should say world and asked him if they provide armed guards or if they are allowed to have armed guards. He said that they have some armed guards at various locations. I'm just bringing it up for discussion. I'm not making any recommendation. Do we want to put that in the back of our minds and think about this? I don't think we are going to have that hostility here.

Mr. Bosseler: I have no problem with putting it in the back of our minds. I just think they should do it if we are paying them more than \$20 an hour.

Mr. Pawelczyk: I know and Jason will tell you the same thing, but there is a significant increase in their hourly rate.

Mr. Showe: They have to carry a separate license.

Mr. Pawelczyk: There is an additional cost to the employer with insurance. I'm not trying to dissuade you from doing it, but there is a significant cost increase to have an armed guard. Some of my Dade Districts considered that.

Mr. Mills: Good advice.

Mr. Pawelczyk: But they did look at it. From a liability standpoint, liability then shifts to the vendor, the contractor, since it's their employee, as long as we are not directing them, which we don't. They have to act in accordance with the contract and they indemnify us. If we were to do that, I probably recommend that you increase the insurance requirement, which would probably increase the cost of the contract. It's really a cost factor.

Mr. Mills: Okay. I just thought I would bring it up.

Mr. Darby: Jason, do we want to talk about the guard shack improvements that we talked about at the last meeting at this time?

Mr. Showe: Yes.

Mr. Darby: That is replacing the floor, ramp and blower for the A/C, replace the back doors and shutters.

Mr. Viasalyers: Yes. We are trying to get some better pricing.

Mr. Mills: That guardhouse has been there ever since the community was developed and never had a problem with any of the hurricanes we had, but if we are going to replace the doors, we might want to look at high impact glass doors. Did you get a price on that?

Mr. Viasalyers: No. We are still waiting for prices.

Mr. Mills: Okay.

Ms. Witcher: I know they leave when it's bad.

Mr. Mills: Is there anything else on security? Hearing none,

B. BCA

Mr. Mills: Does anybody want to give a report on the BCA? I know it's not on the agenda. Joanne do you want to give us an update on your community?

Ms. Joanne Wagner (IOB): We are doing okay. We opened up our exercise room last week and replaced all of our access cards. The vendor did an excellent job. So now we can actually monitor everything from my house. If people don't pay their fees after 60 days, we are going deactivate their cards, so we can see who is going in and out. I had somebody that actually went in three times to steal some of our weights that we just bought that were really expensive. I was actually able to see who was in there when they went missing. We called that person and they returned them. So, it is a very lucrative thing that we did. Our pool gate is being worked on. The vendor is working with us very well to fix the fence. They paved the sidewalk. So, we are working on that at this time.

Mr. Mills: Good. Thank you very much.

Mr. Bosseler: Joanne, I saw in Kingswood, three rescue fire trucks. Was everything okay?

Ms. Wagner: There was a lady on my street whose mother is living with her and she is not doing well. I did have another person that passed away two weeks ago suddenly. We had one that died from COVID-19, but he moved out six months ago.

Mr. Mills: Are there any other questions for Joanne?

Ms. Witcher: I do. At the workshop, they were talking about that realtors were not telling homeowners correct information. Maybe they can put a note up near the facility.

Mr. Mills: If you recall, at our workshop, we discussed the fact that you shared with me that relators were mentioning that owners get the privilege of using the swimming pool and tennis courts, which in fact they do not. Have you made note of that to anybody in your community?

Ms. Wagner: As soon as I see a "For Sale" sign, I usually call that realtor, because I look at the listings, but right now there is only one. I told you about the fact that I had two guys

playing on the tennis courts. They can go in and out as they please, but I told them that we are not paying for that tennis court.

Mr. Darby: Once we have access control on the tennis court and we already have it on the pool, that should stop anybody that is a non-resident from coming in.

Ms. Witcher: Will we have access cards?

Mr. Darby: Yes.

Ms. Witcher: That's great. That will stop that. I will keep on top of that. I noticed the big Magnolia.

Mr. Brown: It's beautiful.

Mr. Mills: It's gorgeous. Good work, Artie, with the landscaping. Let's move on.

Mr. Bosseler: We have Mike here from the BCA.

Mr. Mills: Mike, do you have anything for the BCA.

Mr. Mike Sherbin (Windsor): No, I don't.

THIRD ORDER OF BUSINESS

Approval of Minutes of the June 3, 2020 Meeting

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Minutes of the June 3, 2020 Meeting as presented were approved.

FOURTH ORDER OF BUSINESS

New Business

A. Consideration of Proposal for Suntree Bank Landscaping

Mr. Mills: We discussed this at the workshop. Was there any further discussion?

Mr. Darby: We talked about Philodendrons and Wax Myrtles, did we not?

Mr. Mills: It's in there.

Mr. Bosseler: All I saw were the Wax Myrtles.

Mr. Mills: That's all I saw.

Ms. Witcher: We voted not to do anything and then you voted last time to just let it grow out. Now what do you plan on doing?

Mr. Mills: I know, but there is \$5,200 for adding Philodendrons.

Ms. Witcher: That's what I thought.

Mr. Bosseler: Mel came up with another proposal.

Mr. Mills: There are four residents on Bradwick Way that are up in arms. I called Todd, the General Manager of Suntree.

Mr. Pawelczyk: Mel, we just received that proposal today.

Mr. Darby: Jason, is this \$5,200 in addition to the \$4,400?

Mr. Mills: No, no, no, no. It's the total.

Mr. Showe: It's for 130 Wax Myrtles and 130 Philodendrons. I could see it as I was driving over.

Mr. Mills: It's \$5,200.

Mr. Showe: Just for the Board's information, what we discussed at the workshop was to send a letter to those residents. We drafted one and they thought it was too mean, so we re-drafted it. We are just waiting on confirmation from the HOA that they would sign that letter. It's very much in line with the letter you drafted a couple of years ago, Mike, when we first talked about it. We used it as a start.

Mr. Darby: So, Jason, the process will be to send a letter first and then do the planting?

Mr. Showe: We definitely want that letter to go out at least two weeks before the plants actually go in. So, if the Board approves the \$5,200, then we would coordinate. I'll follow up and see where they are at, send the letter that we are approving and then we will coordinate the installation.

Mr. Darby: Just one point of clarification. The last quote had a balance of \$1,200 for watering.

Mr. Mills: That is if it's needed. If we are going to get it done, we need to do it now.

Mr. Darby: I understand. I'm just wondering if the motion to approve this should include that.

Mr. Brown: Where is the money coming from?

Mr. Mills: My budget.

Ms. Witcher: I thought we were trying to save some money on the security guards.

Mr. Brown: Do we have enough with everything else going on?

Mr. Mills: Yes.

Mr. Darby: What was the question?

Ms. Witcher: You wanted to spend \$5,200 for the plantings and we were just trying to save some money so we could give the guys a raise in security. We already voted that we were not doing this.

Mr. Mills: The \$5,200 comes out of my landscape budget.

Ms. Witcher: But still, we voted not to do this. We have been messing around with this for three or four years. Finally, the residents said, "Do something now and get it over with one way or the other." We voted no and now you are coming back and saying, "We are going to do something again."

Mr. Mills: We didn't say that we were going to do something. We brought it back up to the Board to consider it. I met with those people that were there and they have a legitimate gripe.

Ms. Witcher: What are they griping about? They can see their homes.

Mr. Mills: Carolyn, let's be calm. Let's not get into an argument, please.

Mr. Bosseler: They want some answers.

Mr. Mills: Yes.

Mr. Bosseler: We can't go there every week and tell them to remove the landscaping. That's not their right. That's how we got back into this direction of letting both sides know that we are taking action and we are going to follow up on it.

Mr. Mills: Basically, a fence to delineate our property from their property.

Mr. Darby: I think you have to keep it in context. The last time we discussed this, the cost of doing this was approaching \$50,000.

Mr. Brown: Right.

Mr. Darby: Now we are talking about one-tenth of that cost.

Mr. Mills: Yes.

Mr. Brown: If we decide to do this, what about memorializing that this is the last time we do something, because that was also discussed?

Mr. Showe: The problem is you can't make future Boards make different decisions. You could say that the Board has a policy and this is what we are doing.

Mr. Brown: Can we put in something to the effect that given the history of this particular lake bank, this is the second or third time and we are going to be planting on our side.

Mr. Mills: The second time from the original time.

Mr. Brown: We need to put something in the minutes to reflect that the present Board feels strongly that this will be the last time that the CDD does this.

Mr. Showe: I think your comments will definitely be in the minutes and that might be something you want to include in the motion.

Mr. Darby: I propose that these plants either die on their own or destroyed by some outside agent, and the Board is not under any obligation to replace them, or something to that nature.

Ms. Witcher: Will that cover it, Mike?

Mr. Pawelczyk: Like Jason said, any future Board can do what they want. If four years from now, you have a totally new Board, that Board can come in and say, "We want to take all of the shrubbery and all of the plants."

Mr. Mills: Jason, do you want to give an overview of the letter so Carolyn knows?

Mr. Showe: Sure. We informed residents on the Suntree side that we are going to be planting on our property. We asked that they do not disturb any of it. It also indicates that the Board's direction was that the CDD was going to maintain it, but they also may not maintain it. So, they are not to maintain past our property. We just described the rights and responsibilities of each party.

Ms. Witcher: Is that what you told each homeowner?

Mr. Showe: Yes, along that pond bank.

Mr. Mills: Silver Lakes and Crystal Lake.

Mr. Showe: We will send it to the owners. If there are two addresses, we can send one to the address that they want it to go to.

On MOTION by Mr. Darby seconded by Mr. Brown with Mr. Mills, Mr. Bosseler, Mr. Darby and Mr. Brown in favor and Ms. Witcher dissenting, the proposal from Tropic-Care of Florida to install 130 Wax Myrtles and 130 Philodendrons in the amount of \$5,200, with the stipulation that if the plant material did not grow, the Board would not be obligated to replace them in the future was approved.

B. Review and Acceptance of Fiscal Year 2019 Audit Report

Mr. Showe: The Management Letter on Page 29 reflects each of the things that the auditor is required to check per Florida Statutes. You will find that there were no prior year audit

findings. We were not in any financial emergency condition. This is a clean audit. Unless the Board has any specific questions, it would be our recommendation for the Board to accept the audit.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Fiscal Year 2019 Audit Report was accepted.

C. Public Hearing

Mr. Showe: We need a motion to open the public hearing.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the public hearing was opened.

i. Consideration of Resolution 2020-03 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

Mr. Showe: Resolution 2020-03 adopts the Fiscal Year 2021 budget. Pursuant to our earlier discussion on security, we will make changes on the operations and maintenance (O&M) side to accommodate that increase. There are some items that I think we can accommodate, such as *Electric*. We probably projected that a little high, as well as some of the *Irrigation*. So, we can cut that enough to cover that increase.

Mr. Mills: Jason, we have \$32,400 in the Kingswood Budget for streetlights. What else? Because there is a budget item for a pump on Kingswood Way. That is the irrigation for the entire community.

Mr. Showe: Correct.

Mr. Mills: Then you have the fountain and some lights in a different area. Is the Kingswood Budget for streetlights that amount of money?

Mr. Showe: That is the master meter for all of the streetlights in the entire community. That also covers the lease that we have with them.

Mr. Mills: Oh. Okay.

Mr. Showe: I think that one is a little high because we switched to LEDs and we had some lower usage on those lights. I think you can accommodate the \$6,000 increase there. There are a couple of line items that we can decrease to accommodate that increase in security.

Mr. Mills: For the residents' comfort level, it might be good to address that Kingswood line item encompasses all of the streetlights within the community.

Mr. Showe: Again, that is the streetlight lease for all of the streetlights in the community plus the electric for all of the streetlights.

Mr. Mills: I thought we were paying for all of Windsor's electric.

Mr. Darby: Jason, I noticed for *Reserves*, you transferred out the first quarter operating. It went down by about \$11,500 from previous budgets. Is \$29,363 going to be enough for the first quarter operating?

Mr. Showe: Yes. We calculate that based on 25% of the revenues. We actually can lower that a little bit because your revenues are reliable and most of them come in December or even early in December. So, we comfortable that is going to be enough to accommodate first quarter operating for next year. I will point out that the discussion we had for several years, was as we go through the workshop process, we can start looking at future CIPs and some type of assessment increase going forward. This budget is extremely tight, but I think the Board has done a lot of good work to make improvements to the community without increasing assessments.

Mr. Darby: Good. I want to talk about *Capital Projects*. For 2021, we are actually going to spend \$60,000 for lake bank restoration instead of \$30,000, but we didn't spend \$30,000 this year.

Mr. Showe: Correct. We calculated the \$30,000 this year as if it had been spent. So, it's one in the same. We could've made zero for this year and \$60,000 next year. It's the same.

Mr. Darby: At the bottom of the expenses, you have *Capital Outlay* of \$19,030 as the total projected within the year. What is that?

Mr. Showe: There were a couple of items that weren't specifically in there. I can get a breakdown of what that's made up of. I think part of that was the fence improvement that we did and what we did around the playground. There were also some other items that weren't specifically budgeted for capital projects. I can get you a breakdown.

Mr. Mills: That would be great. I would like that. Thanks.

Mr. Bosseler: You might note that our reserves were lower next year than this year.

Mr. Darby: In fact, we started the Capital Plan with \$35,000 less than the last submission, so some tax bills must have come in.

Mr. Bosseler: Yes.

Mr. Mills: *Landscape Lighting* will also be reduced this year.

Mr. Showe: Yes, that's one of those lines that I was talking about.

Mr. Mills: I know that you just estimated. It's better safe than sorry, but we pretty much have everything converted over to LEDs, do we not?

Mr. Viasalyers: For the most part. There are a few at the back gate.

Mr. Mills: Yes, there are some at the back gate. I think the ones on the Palms coming in by the guardhouse need to be replaced.

Mr. Viasalyers: I saw them. We might want to do both at the same time.

Mr. Mills: I think we would like to get the front finished and then we will go ahead and do the other one.

Mr. Brown: Jason, you and I had a brief conversation about this. Based on what I see on Page 14, the golf course is now paying us \$20,000. Is that their contribution?

Mr. Showe: They always paid 2.75% of whatever the overall assessments would be.

Mr. Brown: Is that reflected in some kind of a written agreement or is that by law?

Mr. Showe: When the bonds were first issued for this District, that's how the golf course was assessed for the infrastructure. So, we continue that methodology, because folks driving on the road see everything.

Mr. Brown: They drive over your property.

Mr. Showe: By utilizing carts.

Mr. Brown: Is there any way that we could have that increased?

Mr. Showe: You could. That would be a policy of the Board. We probably have to do something for next year's budget. You would have to send out a mailed notice because you would be increasing assessments.

Mr. Brown: Maybe that is something we can discuss at the next workshop.

Mr. Showe: Likely, if you are looking at an assessment, we are going to have to notice them anyway.

Mr. Brown: Okay.

Mr. Showe: Because it's O&M, you have a little more flexibility, but we do have to deal with and justify it that it is fair and equitable.

Mr. Mills: Looking at this from a rental prospective, 2.25% is probably a percentage that was used back when the bonds were issued. Currently, it would be like 3% or 4%. So, we might want to consider looking at that. I know the rents on my properties are 3% every year.

Mr. Pawelczyk: Well any assessment will require a Methodology Report prepared by your Manager that allocates the assessment based on benefit. Just so it's clear, you are not negotiating a percentage. Jason prepares the methodology and determines whether or not their benefits are the same.

Mr. Mills: I understand.

Mr. Pawelczyk: They would need to go through that process to allocate the cost based on the benefit.

Mr. Mills: At least we are going to be diligent. ‘

Mr. Pawelczyk: I agree. I think that's a worthwhile thing to do.

Mr. Darby: Jason, with respect to capital projects, at the workshop we talked about each Supervisor submitting their suggestion for the Five-Year Plan. Are we going to discuss those at this meeting or are we going to wait until the next workshop?

Mr. Mills: Wait until the next workshop.

Mr. Showe: I would say just discuss that at a workshop. I think the timing is great because you guys will have enough time to amend that line item. When we are ready to start that budget process, we should have a really good number in hand.

Mr. Darby: The same goes for recreation improvements that we talked about?

Mr. Showe: I believe so. We don't have a lot of room. Will got some preliminary numbers on some of those recreation improvements. We have to confirm those.

Mr. Mills: Okay. Anything else, Jason?

Mr. Showe: I don't think I have any other highlights. The budget is pretty much in line with what the Board has been before. I will note that based on the Board's discussion at a workshop, we don't anticipate any expenses from the *Pavement Management Fund* for the upcoming year. I will clarify that those are reserves, just like any other reserves, which are collected from the General Fund. For your general assessments, we just allocate those to the *Pavement Management Fund*. So those would be available when an emergency type situation occurs. You also have your first quarter operating. I feel comfortable that we will be able to get through next year without any financial challenges. Moving forward, it is something to look at.

Mr. Mills: The workshop discussion was about a line of credit. I talked to Seacoast Bank and they do charge a fee to have a line of credit; however, it depends on how much it would be based on the deposits in the bank. So, I just wanted to let the Board know that.

Mr. Brown: So, we have accounts with SunTrust now. Right?

Mr. Mills: No, Regions.

Mr. Showe: We have Regions and SunTrust. As part of the Board's direction, we did move everything from Wells Fargo. So, all of that has been done.

Mr. Brown: So why don't we approach SunTrust and see if they charge a fee.

Mr. Mills: We should.

Mr. Brown: If they don't, then if we want a line of credit that's where I would go.

Mr. Showe: We can check with them.

Mr. Mills: I think a line of credit is a good thing to have just in case an emergency arises, so we already have the funds. Do I hear a motion to approve the budget?

Mr. Showe: We need to open it up for any members of the public. It is a balanced budget and there is no assessment increase proposed for this year. Are there any questions or comments from the audience? Hearing none, we will bring it back to the Board for discussion or approval.

On MOTION by Mr. Brown seconded by Mr. Bosseler with all in favor Resolution 2020-03 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations was adopted.

ii. Consideration of Resolution 2020-04 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Showe: The second part of that budget process is the adoption of Resolution 2020-04, which imposes special assessments. Attached to this resolution is the budget the Board just adopted. We will make the change to security, if approved later in the meeting. In addition to that exhibit, there is the entire Assessment Roll for the entire community. I have it that if anyone would like to inspect it, but it's just an Excel spreadsheet listing all of the properties paying the \$1,800 assessment. That is the method we use to actually impose special assessments on the properties. Again, we can open it up for any discussion at this time.

Mr. Mills: If there is no discussion, do I hear a motion?

Mr. Showe: We need to open it up for any members of the audience who want to provide comment on that imposed assessment.

Mr. Bosseler: Just to be clear, that gives us the opportunity to issue a special assessment in the next 12 months.

Mr. Mills: No.

Mr. Bosseler: Then I missed it.

Mr. Pawelczyk: You approved a budget based on a certain amount of money. That budget is paid for through assessments by the homeowners through the O&M budget. Right?

Mr. Bosseler: Correct.

Mr. Pawelczyk: So, this resolution approves the assessment that this District is levying.

Mr. Bosseler: Okay.

Mr. Pawelczyk: It is not an additional assessment. It is basically reconfirming that assessments are levied.

Mr. Mills: That brings up a question I have. If for an example, we have a major hurricane and are wiped out, do we have the liberty to go back and special assess every resident to bring the community back?

Mr. Pawelczyk: You still have to go through the budget process. So, I think the answer to that is essentially no, the way you talked about it, but that doesn't prohibit the District from going out and getting the money. You can borrow it. If you can get a line of credit, great, but if not, we can borrow money and pledge future assessments.

Mr. Mills: I understand. Good.

Mr. Pawelczyk: There are enough powers that CDDs have to basically levy assessments to get to the next year.

Mr. Mills: Good. Mike?

Mr. Sherbin: It looks like we have 461 homeowners in this community, but \$1,800 falls far short in excess of what we have for revenues. What is the difference?

Mr. Showe: So, the revenue is actually what is called, *Net Revenue*. You as homeowners have the advantage to get a 4% discount if you pay your tax bill in November. As an example, for us to raise \$100, we have to assess \$106, which includes your 4% discount and the 2% this Board has to pay to the Tax Collector to collect those assessments. So, there is a discount factor that we have to factor in.

Mr. Sherbin: Thank you.

Mr. Showe: You're welcome.

On MOTION by Mr. Brown seconded by Mr. Bosseler with all in favor Resolution 2020-04 Imposing Special Assessments and Certifying an Assessment Roll was adopted.
--

Mr. Showe: We need a motion to close the public hearing.

On MOTION by Mr. Brown seconded by Mr. Darby with all in favor the public hearing was closed.

D. Approval of Fiscal Year 2021 Meeting Schedule

Mr. Showe: We included a meeting schedule. For the most part, you have regular meetings at 1:30 p.m., on the first Wednesday of the months listed. We also included some workshops. We also have workshops in November, December, March and July. Per the Board's request over the past few years, we scheduled the December meeting at 6:00 p.m. and the budget hearing at Noon on August 4th. Again, that is the preliminary meeting schedule. We can certainly take any changes or corrections or adjustments that the Board would like to see.

Mr. Darby:: Jason, I would like to request the June meeting be moved to Wednesday, June 9th.

Mr. Showe: I think that would be okay. Is the Board amenable?

Mr. Bosseler: I'm good.

Mr. Mills: Okay, that's fine. I would like to say that I was really pleased with the workshop. It gave us the opportunity to have an in-depth discussion. I think they are going to be very beneficial. Carolyn, I'm sorry you missed it.

Mr. Bosseler: Were you out of town?

Ms. Witcher: No, I was here. I have been in quarantine twice.

Mr. Showe: We need a motion to approve the meeting schedule as amended.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Fiscal Year 2021 meeting schedule as amended was approved.

E. Consideration of Annual Contracts

- i. Landscape Maintenance Agreement**
- ii. Aquatic Maintenance Agreement**
- iii. Security Services Agreement**

Mr. Showe: We don't have any of the contracts yet. We talked preliminarily with the vendors. We believe that landscaping and aquatics would be the same price, as well as the pool and watering contracts. If the Board is amenable, we can revise their contract for next year, starting October 1st, but we want to have some discussion before we approve the contracts.

Sometimes it is a little challenging when we ask your vendors in August, three months ahead of time, whether they want an increase. We kind of like to time those out a little closer, but based on conversations with the vendors, most of them are going to keep their prices the same for next year. We just want to have some discussion with the Board. If this Board is amenable, we can delegate authority to the Chairman to execute those agreements in accordance with the recommendations.

Mr. Mills: Does their year begin on October 1?

Mr. Showe: Correct.

Mr. Mills: That makes sense.

Mr. Art Breitner (Kingswood): Instead of asking them if they want an increase, why don't we ask them if they can keep the same price.

Mr. Showe: It is what we are seeing across the board in trends.

Mr. Breitner: It's something that we can do today, right?

Mr. Showe: That doesn't mean the Board has to approve it. I think the Board is satisfied with the level of service from our vendors. Typically, when you look at reductions in a contract, the one we might look at a reduction in landscaping, since they are no longer going to be maintaining the Suntree bank. There will be some possibility there, but if we can offset that service with a price, that is the way to approach it. It's something we can look at, especially for landscaping. I think the rest of our vendors are providing the same service. I know ECOR in particular kept their price the same for several years, even as chemical prices continued to increase. It's a bit of a challenge.

Mr. Bosseler: The process has been the same for several years.

Mr. Mills: Tropic-Care hasn't raised their price in three years. I think that was the last raise. I don't know if you guys noticed, but they really stepped up to the plate.

Mr. Showe: To clarify, the increase was because we had annuals, not because they increased their fee. We increased the service that they were performing.

Mr. Mills: I think it was \$350. Wasn't it?

Mr. Showe: Yes.

Mr. Mills: For all the annual plantings.

Mr. Bosseler: We had more than one.

Mr. Darby: I would be willing to give the Chair that authority as long as we can cap any potential increases. So, let's give him the authority, unless the contracts come in over 5%, with the exception of security, because we know that we are going to increase the price.

Mr. Mills: When we get final information and the final contract, we will get with each Board Member whose area of responsibility they fall into, just to let you know where we at, what we are doing, before the Chair executes it.

Mr. Showe: Is the Board still amenable with Option A for security?

Mr. Mills: Do we need a motion?

Mr. Showe: I think you can wrap that into the motion. I think Jerry just laid out the motion, which was for the Chairman to have authority unless the contracts come in over 5%, with the exception of security, which we would like to make \$20.26 for the standard hourly rate.

Mr. Mills: Is 5% going to be enough?

Mr. Darby: There should be no increase in cost.

Mr. Showe: We had preliminary discussions with him. I don't believe there is going to be any increase, but after the meeting, sometimes they get a little creative. If the Board is amenable, we will just draft the contracts to say, "Here is your contract. Sign it or not."

Mr. Darby: Okay.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor extending the agreements for landscape maintenance, aquatic maintenance, security services to \$20.26 per hour, pool and watering and authorization for the Chairman to execute the same, unless the contracts come in over 5% was approved.

F. Consideration of Resolution 2020-05 Ratifying Board Actions Taken During Meetings Held Via Media Communications Technology

Mr. Pawelczyk: As you know, the Governor issued a number of Executive Orders, allowing this Board and other local Governing Boards to meet virtually, meaning that forum could be present virtually. So that Executive Order is still in effect and valid through this month. I don't know if it's going to get extended beyond that. We will see. One thing that we recommended as your District Counsel for all of our Districts that held any virtual meetings, is now that you are back to an in-person quorum setting, we thought it was appropriate to ratify the actions taken during that virtual meeting. Even though the Governor had the Executive Order, we

still think it's a good exercise. It really didn't cost you much individually as a District, and since we spread this over our 150 Districts, we thought it was a good idea to make sure that any actions taken during the meeting were ratified. The meetings I am referring to are only those where you took action. It doesn't include the workshops. Those meetings were May 6 and June 8. All the resolution does is it acknowledges the Executive Orders and the authority granted to you pursuant to those Executive Order. It further ratifies any actions you took at the two meetings I mentioned. Unless there are any questions, a motion to adopt Resolution 2020-05 would be in order.

On MOTION by Mr. Bosseler seconded by Mr. Darby with all in favor Resolution 2020-05 Ratifying Board Actions Taken During Meetings Held Via Media Communications Technology was adopted.

Mr. Pawelczyk: Jason, just for the record, you might want to indicate for the record, why the phone line was kept open since we are just talking about it.

Mr. Showe: Sure. For the purpose of the Board and the audience, we keep the phone line open and publish with the agenda, a 1-800 number, so folks who did not feel comfortable attending in person, can call into the meeting.

Mr. Pawelczyk: I think it's on the website as well. Thank you.

G. Discussion Items

i. Playground/Swing Set/Dome Climber

Mr. Mills: Richard?

Mr. Bosseler: During the workshop, we talked about what we are going to do with the recreation area. Carolyn, I brought this item to the workshop.

Ms. Witcher: Okay.

Mr. Bosseler: The fire house playground that we looked at was \$50,000, plus about \$25,000 for installation and everything else that goes with it. Obviously, we don't have \$50,000, so I went back to the vendor and she told me about a couple of things that she had done in this area, Brevard County. So, we started looking a little closer and met down at the area, so she could measure it to see what it could handle. I brought up the swing set at the last meeting. I would like another swing back here with kiddie seats. It was brought up at the meeting that

maybe we could put something behind the pavilion. The cost to put this swing set in with the kiddie seats is \$3,200.

Mr. Brown: Now we are talking.

Mr. Bosseler: That includes the service, but it doesn't include upgrading. We have to drain the area because of drainage, etc. Having two grandkids, five and seven, every week, we have to find something for them to do. So, I take them to different parks. My wife takes them to different parks. There are a variety of thunder domes that we can purchase. This is a new attraction. It's no different. The kids really like it. They actually like it better than the old playground with the slides. This particular thunder dome is \$10,000, plus the ground cover or whatever we choose to put under it, which will probably be another \$1,000 at least. So, we are talking about a total of \$11,000 to replace the playground. I have been in favor all along of just having a swing set. Every kid loves swings. So that's my recommendation. It's open for discussion.

Mr. Mills: Richard, was any thought given to maybe adding a sliding board for the kids?

Mr. Bosseler: We probably could.

Mr. Darby: Are you talking about the slide to the swing set?

Mr. Bosseler: I have all of these add-ons. You can add just about anything.

Ms. Witcher: Can we add it as we go along? Could we add more money in the budget?

Mr. Bosseler: Yes, we could do that.

Ms. Witcher: We can have the baby swings and not have anything for the bigger kids to swing on.

Mr. Bosseler: I was trying to have large bigger kid swings and a baby one.

Ms. Witcher: At least one baby one.

Mr. Bosseler: I don't know who approves these things, but apparently that's not encouraged. They do not want to do stuff like that.

Ms. Witcher: There is also one now that came out that's something like this, but for handicapped kids.

Mr. Bosseler: There is another swing set, I will see if I can find it, for an adult swing with a child seat looking at the adult. So, you can have those too and both can be on the same swing. If you want to think about it, head over to Viera on the west side. They are all over the

community. Almost every park has the domes and swing set. We have some time. Has anybody asked about the playground?

Mr. Showe: No.

Mr. Bosseler: Carolyn, has anybody asked you about the playground?

Ms. Witcher: No.

Mr. Bosseler: We have the luxury of being in the heat of the summer and nobody is really interested. So, I think we should keep researching this, head out to take a look and take pictures.

Ms. Witcher: Have you seen that park on Murrell Road?

Mr. Darby: Yes.

Ms. Witcher: That's a nice one there.

Mr. Mills: William, see if you can get prices for me. You and I will meet with Wayne and come up with some figures to slope that down and make a level spot for playground equipment, because we have a drainage problem there.

Mr. Viasalyers: Yes. I was out there with the engineer. For the Board's information, the District's insurance company, Egis, recommends removing the sign from a safety and liability standpoint, based on their analysis. So, you need to make a decision on whether you want to leave that in there or not.

Mr. Mills: Are you talking about the sign as you enter the playground?

Mr. Viasalyers: Yes, because it's encouraging play there.

Mr. Mills: That might be a good idea.

Mr. Darby: That sign is in bad shape anyways.

Mr. Viasalyers: No, we replaced it.

Mr. Darby: That's right.

Mr. Mills: We can always put it back up or is it cemented in?

Mr. Viasalyers: No, it just has metal aluminum stakes that you beat into the ground.

Mr. Mills: Why don't we just take them down.

Ms. Witcher: Did you get any bicycle racks?

Mr. Viasalyers: No.

Ms. Witcher: I have some neighbors that go there every day to swim and they ride their bicycles there.

Mr. Showe: There are some folks who ride their bikes on the pool deck.

Mr. Viasalyers: I think we were looking at a few different locations.

Ms. Witcher: Maybe we should have some bike racks at the tennis courts.

Mr. Viasalyers: So, the direction is I will remove the sign.

Mr. Darby: Yes. Richard, I appreciate you doing this work. I think it's very interesting, but I would like to suggest having an overall strategy for the recreational area, before we decide on any one kind of facility, because we talked about putting grills there and got horseshoe pits, etc. So, I think maybe at the next workshop, we can make one of our goals, to devise an overall strategy for that area, even though they implemented it in phases so you don't trip all over yourself and tear up stuff that we just put in.

Mr. Brown: Good idea.

Mr. Mills: But we have to do something with that drainage there.

Mr. Darby: It has been that way for years and I'm not sure that we want to do it until you have a plan of what you want to put there.

Mr. Mills: The parking lot has caused a lot of runoff, so we definitely have to address this issue.

FIFTH ORDER OF BUSINESS

CDD Action Items/Staff Reports

A. CDD Action Items

Mr. Showe: Most of these items have already been covered. As far as the gate pool system, that work is done. We received a lot of positive feedback from residents. We distributed a proposal for the same kind of system for the tennis courts, for two of the gates in the amount of \$7,175. That would integrate with the current key system, so folks wouldn't need new keys. That was something the Board wanted us to move forward with on October 1st.

Mr. Darby: That's correct.

Mr. Showe: We are happy that's around the same price. We will coordinate that work starting in October. The Kingswood Way drainage is complete and we are coordinating with the vendor for a final proposal. I sent out all of the information as far as what we were looking for. We are just waiting for final information. We just discussed the recreation area improvements. Will is getting more proposals for the gatehouse improvements. Mel, did you want to talk about the Beautification Fund?

Mr. Mills: We can. One of the things that is taking place now, is we have to finish the front coming in on the right-hand side and left-hand side at the gate. That has not been

completed, but hopefully, it will be completed soon. AT&T has a wire exposed. When they tore out the shrubbery, they were supposed to bury it. Has it been buried yet?

Mr. Viasalyers: Yes.

Mr. Mills: So now the landscaping can go in?

Mr. Viasalyers: Yes.

Mr. Mills: Perfect. If you noticed the back entrance, the sign is up, with the exception of the "BA." They broke the posts off because they are aluminum so they won't rust. They were soft. They broke them off when putting them in. The area right by the parking lot to the right is a trash can. If you look at all of the growth that's in that particular area, there are a bunch of Pepper trees that leaned over into the lake, which is our property. That is the process of being done for \$1,500 if he gets it done this week. If we waited and had him come back, it would be \$2,000. Apparently, he is in the area right now, so that is getting taken care of.

Mr. Darby: Is that the pavilion parking lot?

Mr. Mills: Yes, to the right.

Mr. Darby: The drainage goes from the parking lot.

Mr. Mills: Yes. I got a price on having stone put on the face of 10 monuments in Phase 1. I want the Board's approval because I have the money. I was shocked when they came back with a price of \$7,540 including the stone installation. I thought that would really dress up Phase 1 to be at least compatible with Phase 2. We had the green tiles taken off of the columns in the back and had glass put around them. To do that in the front will cost \$3,500. That should be in the process.

Mr. Brown: Does that include the letters too?

Mr. Mills: No, not the lettering. We need to get a price on raised lettering for all of the monuments, William.

Mr. Viasalyers: I have a rough amount, but I wanted to get a revised proposal.

Mr. Mills: By the way, William has been absolutely fantastic getting prices and getting things done.

Mr. Bosseler: William has done a great job. He is very responsive. I would like to talk to his boss about giving him a raise.

Mr. Viasalyers: I have to get a revised quote. It looks like we are looking at around \$8,000 to paint and install all new lettering, raised 9-inch lettering and adjust four columns that are separated.

Mr. Mills: So, all of the monuments are being repaired along with the lettering?

Mr. Viasalyers: Yes.

Ms. Witcher: What about those columns we put in five years ago?

Mr. Mills: They weren't put on correctly.

Ms. Witcher: Who did that work?

Mr. Mills: I don't remember who did that. Jason, do you recall?

Mr. Showe: I would have to go back.

Mr. Mills: It was when Maria was on the Board. It has been a long time. They didn't compact the ground good enough and they are pulling away from the monument.

Ms. Witcher: How about repairing it rather than replacing it, since we don't have the money to do it?

Mr. Viasalyers: It is \$2,200 to do all of them.

Ms. Witcher: As opposed to?

Mr. Mills: Doing nothing.

Mr. Brown: So, it's \$15,000.

Mr. Mills: We either fix them or we don't.

Ms. Witcher: Fix them.

Mr. Viasalyers: That's just the front.

Mr. Mills: It's the flat part that's getting stoned.

Mr. Darby: Just as a matter of clarification, are all of these expenses coming out of this year's beautification allocation?

Mr. Mills: Yes.

Mr. Darby: So, it doesn't affect 2021 at all.

Mr. Mills: Is that right, Jason?

Mr. Showe: I think it's a little tight for the rest of this year, especially with the proposal for the Suntree plants. Without that, I think you will be okay. With those Suntree plants, we may want to push some of those monuments into October.

Mr. Mills: That's fine.

Mr. Showe: I will look at your budget and figure out what you can do.

Mr. Mills: Yes. Give me bottom line numbers.

Mr. Viasalyers: The only item I would like to add, would be to convert the pickle ball courts. I spoke with the vendor. The only way you can do it is with permanent striping, which is about \$250 per court. In order to go back to the original pickleball court, you must resurface the entire court.

Mr. Bosseler: They can't paint them?

Mr. Viasalyers: Varsity Courts doesn't don't do it. They do permanent striping.

Mr. Showe: I think what we have seen typically, is that folks that play pickleball will use chalk. They can chalk the court themselves. I think we would be okay with that, if they remove it after use, because the tennis folks don't like having an extra line.

Ms. Witcher: How would they remove it?

Mr. Showe: If it's chalk, they could just wash it off. I haven't seen anybody playing pickleball.

Ms. Witcher: There's a whole group that plays.

Mr. Showe: It's certainly something that we can look at, if the Board is interested. I think Will's suggestion to stripe one court is probably the right one. I'm not recommending the strategy that Jerry was talking about. Maybe someday.

Mr. Bosseler: A rain like that would remove the chalk.

Mr. Showe: I think if the pickleball players brought their own tape and removed it, that would be an option as well.

Ms. Witcher: I didn't know if tape would leave a residue.

Mr. Darby: Not likely. Will, what is the status of the transponder upgrade? Has that been done?

Mr. Viasalyers: What was the issue?

Mr. Darby: I think we had some issues with the static IP.

Mr. Viasalyers: That's been completed.

Mr. Darby: Can we now track who comes in and at what frequency? To Rick's point, several meeting ago, if we see some transponders that haven't been activated in a while, we can take action on them. Right?

Mr. Viasalyers: Yes. We can have them removed.

Mr. Darby: Okay. Good. You talked about putting a speaker and microphone at the back gate. I know you have the speaker at the pool. Where do we stand on that project?

Mr. Viasalyers: I'm still waiting on feedback from the vendor. He is waiting to get some more information. This is for the fall.

Mr. Darby: Is it Modern Security?

Mr. Viasalyers: Yes, Modern Security.

Mr. Darby: I think Richard asked for a sign to be posted at the pool.

Mr. Viasalyers: I'm working on that. I haven't had an opportunity. I've been a little stretched with three hurricanes.

Mr. Darby: No problem. I just wanted to know where we stand.

Mr. Mills: Did you get the sign put up in the ladies restroom regarding sanitary napkins.

Mr. Viasalyers: That's on my list.

Mr. Mills: Okay.

Mr. Bosseler: We need signs for the tables to put the umbrellas down. Did you have an opportunity to look into the pool resurfacing?

Mr. Viasalyers: Yes. I'm going to address that in my Field Manager Report. They recommended using a metal product that will reduce the metal because we get our water from a cast iron pipe. They said that's fine. There's nothing wrong with it. It's just discoloration from the cast iron that introduces the water. So, the pool vendor is actually using an organic citrus product that takes several stages of treatments. They are going to do it free of charge over the next month or two.

Mr. Bosseler: Okay. Thank you.

Mr. Mills: Let me know if I can help you.

Mr. Bosseler: We have one more recommendation for a sign stating watering on this day, between this hour.

Mr. Viasalyers: Yes, we can do that.

Mr. Bosseler: You can put that right in the sleeve.

Mr. Viasalyers: On the gate?

Mr. Bosseler: Yes.

Mr. Viasalyers: I have the COVID information. We can put something on there. I was actually suggesting getting a bulletin board where we can post the permit and other updates. They are protected and enclosed and will keep people from taking it off of the gate.

Ms. Witcher: That is a good idea.

B. Additional Staff Reports

i. Attorney

1. Discussion of Golf Course Letter of Understanding

Mr. Pawelczyk: This is just an update. At the past meeting, which we held virtually, we talked about a golf course incident that occurred. One of the parcels out there, is a CDD owned parcel and the golf cart path happens to have been constructed on the parcel. Without spending too much of your money, we researched it and did not find any specific easement rights for the golf cart path on the property. There is a little bridge there as well.

Mr. Darby: Right.

Mr. Pawelczyk: That being said, the golf cart has been there since before you moved in. So, there is still a legal interest that the golf course has to the path. Without making too big of a deal about it, we prepared a License Agreement, which would grant the golf course the right to continue to use the property as long as they agree to maintain and be responsible for the path and fence. I don't blame them in this circumstance nor their counsel, but the golf course is hesitant to sign a License Agreement. License Agreements are essentially revokable by this Board. So, what we agreed to do and what his client agreed to do, is to sign off on a letter of agreement that basically says the same thing that would be in the License Agreement. It would be a recordable document, setting out the terms and the parameters. That's just an update. We are going to bring that back to you at the next meeting because it's not ready yet. One of the things that Jason wanted to make sure stayed in there, was that the golf course acknowledges that the parcel itself is owned by the CDD. The public technically has a right to access that parcel and utilize it for the purposes for which it is intended. I think it was intended as part of the stormwater project, essentially, because it's greenspace, but it happens to have a path on it. However, if someone from the public happens to be standing on the path, that's fine. It's a public area, but if they go onto golf course property, that's a different situation. So, while it has been like this forever and it's probably okay to just leave things as is, based on the incident that occurred, Jason and I recommended that we go forward with this letter of agreement that Bill signed off on. We are

going to bring that back to you. Hopefully, it will be signed off on by the golf course so you can look at it. We will circulate a draft of it to the Board when we circulate it to the golf course. So, if you have any individual comments, you can send them to me, but I doubt that you will have any. We are trying to keep it as simple as possible. For instance, keep it under two pages, just to hit the high points that they have to maintain it and are responsible for it. They will indemnify the District in the event there's an incident. So that's the update of the golf course letter of understanding.

Mr. Mills: The letter that you talked about, is almost like a Memorandum of Understanding?

Mr. Pawelczyk: Essentially yes. We are just going to put it in letter form. This is what I agreed on with their counsel. They are more than willing to come up with a solution that everybody thinks works.

Mr. Mills: Good. Thanks Mike.

2. Legislative Update

Mr. Pawelczyk: This is the legislative update, which my firm prepares every year. We monitor the legislation that comes in throughout the course of the legislative session. We try to report on it once these bills are passed and become effective. Many of them became effective on July 1st. I'm not going to go into much detail, except for maybe the first two. You can read them at your leisure. If you want a copy, you can look it up on the internet or send Jason and email. He has the PDF of all the documents, which is 40 pages long. The legislative update is on the agenda, which was posted on the website. This is really tailored to Special Districts, local government law, people who have served on Boards and competitive bidding affecting local governments. Those are the things that we typically look at when we monitor pending legislation. The first one is *Chapter 2020-077*. The interesting part here is, you will remember that we dealt with American with Disabilities Act (ADA) issues over the last two years. Now the legislature said, you don't have to attach the entirety of the agenda package on your website. We just had to post the agenda, itself. So, after GMS and every other District Manager figured out a way to do this, now they told us we don't have to post all of this stuff on the District's website. So, I don't know if they are going to continue to do that. Some managers have said, "We are going to continue to post the agenda package," but that's going to be up to GMS or direction

from you. I found that most of the members of the public don't look at the agenda package, and some Board Members don't look at their agenda package until they get to the meeting. The reason you post the agenda itself is, if I am reading the agenda as a member of the public and I want to see an item, I can email Jason and say, "Send me that item," and he will send it to me. So, I think that saves on a lot of hassle from them. That's the important part of that one. The next one is *Chapter 2020-154*, which deals with bidding thresholds. If the project is over \$300,000, we must competitively bid it. That means we can't just get a proposal. We have to advertise it and go through a bid process. That would also be for electrical work in excess of \$75,000. This law clarifies that when we are looking to calculate the project cost, that includes engineering, permitting, everything counts towards that \$300,000. I know that there has been a lot of interpretation with the prior statute to say, "Engineering costs aren't construction, so as long as my construction costs come in at \$299,000, I don't have to bid." Now this clarifies that it meets the entire project. That doesn't affect us too much here. We have probably completed one or two projects in 20 years that required us to bid it out, so we will adhere to that going forward. *Chapter 2020-149* talks about the E-Verify system, which is something that impacts the way Districts and small local governments like yourself do business. It will not be implemental until next year. City Attorneys don't know what they are going to do with this right now, because it requires all of our vendors to be part of the E-Verify system, which ensures that our landscape contractors are using people who were lawfully working within the US. We monitor that. Jason probably has more information to report on this. I think it went a little too far personally, but we will see. The last one that I want to mention is, *SB 7004* relating to public records. It deals with the public record exemption for taxpayer email addresses, where the email addresses are held by Tax Collectors for tax notice purposes. Basically, there's an exception that the Property Appraiser and Tax Collector, have email addresses. The District doesn't have that same exemption, but if you send your email address to them for tax notice purposes, it's exempt from this law. The Governor hasn't signed this bill yet, but I'm sure that he will, when he gets around to it. That's all I wanted to mention, unless the Board has any questions.

Mr. Darby: Not for me.

Mr. Mills: None for me.

ii. Engineer

1. Discussion of Speed Humps/Speed Reduction

Mr. Armans: We started looking at this a couple of weeks ago. We had a field visit, just to get an idea of all of the existing improvements. We put a map together showing where all of the current speed bumps and stop signs are. We started putting some ideas together to reduce speed in the entire community, not just Baytree Drive. We ran it by one of our transportation experts. We don't have a final plan yet. We are still working on that. Some of the things we are looking at is there were narrower lanes that reduce speeds. They did specifically tell me that stop signs should not be used as a traffic calming device.

Mr. Darby: Why can't you use stop signs?

Mr. Armans: It's not made for that. It's more of a traffic calming feature. If there is a spot that needs a stop sign, that causes people to slow down there, we would recommend that. There are a couple of locations, that could benefit from being a four-way intersection. We are going to look at other intersections that may benefit from a stop sign. Again, we are looking at additional speed humps and adding a center line to make the lanes work. That forces people to stay in their lane and they have to slow down to do that. We are looking at the placements of those speed humps. Just as a heads up, we understand that this has been a process for several years. We are looking at it strictly at the perspective as the current engineer and we will let you analyze all of the other unknowns, factors that go into it, whether the location does not fit previous concerns that came up. We will be thinking about it, about those items, but we are not going to let that guide our decision. So, we are continuing to look at that. For the next meeting, we will have a map or plan for you to look at and provide some feedback.

Mr. Mills: Are you taking the current speed humps into consideration?

Mr. Armans: If you want us to look at whether they need to come out or not, we can do that. We are assuming that they are there and are doing their job as far as slowing people down. What we need is more speed control, not less. If we think it needs to move from an engineering perspective, we will let you know.

Mr. Mills: I looked on the internet at these traffic calming devices, sort of speak, and I know what you are talking about, narrowing the lane down. That is going to be very expensive for us to do.

Mr. Armans: In the areas where we have some issues, you would have to add a current line there. Those lines would have to be restored every time you make any payment restorations.

Every device comes with its own cost. There are lines that are cheaper than others. You can use thermoplastic. Some people just use paint, but it doesn't last very long, but yes, there's definitely a cost associated with all of that.

Mr. Darby: We will wait for the final report.

Mr. Bosseler: Did we have anything else for the engineer?

Ms. Witcher: The drainage of the recreational area.

Mr. Mills: Will is going to take them there today. The only other item was one of our Board Members noticed that we had a drainage issue. I think we took you over there when we rode around over by Space Coast Credit Union. Apparently, the homeowner has been doing some work. What we need to find out is if that homeowner impeded everything that we have done over there. It's better for you to go over there than the neighbor of the Board Member. William, do you know what I'm talking about?

Mr. Viasalyers: Yes.

Mr. Bosseler: Maybe you can find out. Today would be a great day.

Mr. Darby: That's Mike Ward's place.

Mr. Bosseler: Don't tell them that you were sent.

Mr. Mills: We added the extra sod, but if he's done something to alter that, you know what it looked like before.

Mr. Armans: Yes, we are going to do it.

Mr. Mills: It's a shame.

Mr. Armans: We provided at the prior workshop, a comparison between the micro-surfacing versus traditional resurfacing and provided some budgetary numbers. I'm not sure if you had a chance to look at that or discuss additional security caps. We communicated with multiple contractors and contractors from other states to come up with these budgetary numbers.

Mr. Darby: Peter, based on your information, mill and overlay was about \$1.1 million to do the entire community and I think it indicated a 17-year life with that kind of process.

Mr. Armans: We used the same lifecycles that you currently use to analyze your roads. Currently, the plan assumes that you have three levels in the community. I think they are very busy or high traffic, medium traffic and low traffic areas. So, we used those same lifecycles, which are different for each road. If you want exact numbers, I can get them to you.

Mr. Darby: I just reacted to the information we received last week. I'm just going to pass out a spreadsheet. It's kind of interesting because using your assessments, I don't know if \$1.1 million is right. Following on Jason's comment, we should do half of the community at a time, because some of these roads are fresh. Assuming we did the first repaving in 2025 and the second repaving in 2030, we can actually reduce our contributions to the Pavement Fund for the next 10 years, from \$85,000 to \$70,000 thereafter and still be able to self-fund all of the paving, assuming a 17-year life. Now if that life is a little different, those numbers will change, but the fact the roads are good enough to go on this schedule, you could have a situation where you can reduce your pavement cost with our reserves and possibility reduce assessments and still avoid having to go out, and get additional funds to do it. So, I just offer this for the Board's consideration. I know that we will have further discussion on this at other meetings.

Mr. Mills: That's a good table.

Mr. Darby: Thank you. I made it myself.

Mr. Armans: In this table, are you assuming that the entire community is being redone every cycle?

Mr. Darby: No. What I'm assuming is if you look at 2025, half of the community and half of \$1.1 million, would be \$550,000, which would be done at that point, and then the other half will be done in 2030. Then there is the 17-year cycle for each half going forward.

Mr. Armans: The current plan that you have, assumes a 21-year lifecycle for light traffic, 18 years for medium traffic and 14 years for heavy traffic. So, the numbers that we came up with, actually drove those out, where the light traffic areas will be re-done every 21 years, medium traffic areas every 18 years and heavy traffic areas every 14 years.

Mr. Mills: So now Baytree Drive and Old Tramway would be the two most used highways.

Mr. Armans: Those will be done every 14 years. We came up with the mill and resurface costs, the yearly costs, because we suggested a yearly budgetary cost of \$65,000 per year.

Mr. Mills: For the next meeting, could you take this table and see where it fits into your plan of 14 years and 21 years with regards to heavy, medium and light, and sort of work those numbers in?

Mr. Darby: Peter, if you give me your email, I'll send you this table. You have Excel, I assume.

Mr. Armans: Yes.

Mr. Darby: Then you can just modify it any way you want to.

Mr. Armans: So, the Board needs to come up with a stone or table, incorporating different options.

Mr. Mills: Exactly. Tell us what has to be done for 14 years, based upon the light, medium and heavy traffic flow.

Mr. Armans: Sure.

Mr. Mills: That would be great.

Mr. Armans: We followed the same logic of not going to the entire community.

Mr. Mills: Exactly.

Mr. Darby: The reason we looked at half of the community at a time was to save on mobilization costs. The second is you won't have as many different looks in the community as if you were to go every three years or every two years. We are talking about doing the entire community at once, but that would be very difficult, particularly in some of the areas, that have recently been repaved and don't need to be repaved now. So that is our logic.

Mr. Armans: Do you want that just for the mill and resurface or for other options as well?

Mr. Showe: I think they just want to look at mill and resurfacing.

Mr. Darby: We were advised previously that you can't micro-surface the cul-de-sacs because of Waste Management trucks turning around, would give it undue wear. They really wouldn't hold up. So then if you had to have a hybrid, micro-surfacing and mill and overlay, it would look different. So, we said for not a lot of more money, based on previous quotes, why not just mill and overlay the whole thing.

Mr. Mills: You have had the pleasure of addressing to us the advantages or disadvantages of micro-surfacing, versus milling and repaving.

Mr. Armans: If you want, I can just briefly comment on that. I spoke to contractors about whether we can mill and resurface cul-de-sacs. They can, but it just won't work, because it's more manual wear than a truck just laying material. We have to do it manually. We have a contractor that does micro-sealing and high polymer micro-sealing. We had him visit the community and look at all the cul-de-sacs. The numbers that I have included the cul-de-sacs all being manually micro-surfaced. So, I understand that's additional labor. The high polymer and your comment about garbage trucks, in general, for micro-surfacing, they recommend doing the

double application. Because you have specifically residential roads, when you map out your vehicle, stop and turn, you are grinding at it and over time it starts to wear in those locations. That's why they recommend a double application. Even better than that, was the new product where it has twice as much of an adhesive material, which is the high polymer material. That remedies the issue of wheels turning out. When I communicated with them, I said, "We are more concerned about heavy vehicles driving on them." That was the contractor's recommendations. So, yes, it could be done. There is a product that addresses the grinding effect. The benefit is a quicker application than normal resurfacing. If you are going to use this product, there is a lot of education to the community about what this product does, because when it's applied, it doesn't look as beautiful as mill and resurface. Mill and resurface looks crisp. When you apply this product, it requires 90 days to cure, as cars are driving over it. Then it becomes more uniform.

Mr. Mills: So, the aesthetics of a mill and resurface is going to be better.

Mr. Armans: After application, yes. The other product, micro-sealing, eventually gets there, but it takes 60 to 90 days, depending on how much traffic there is.

Mr. Mills: Longevity compared to appeal and resurface.

Mr. Armans: So, for micro-sealing, they only have light, medium and heavy. For mill and resurface, it's 21, 18 and 14 years.

Mr. Darby: High polymer micro-sealing?

Mr. Armans: It's \$80,000. For the regular polymer, it's five to eight years. From the contractor's perspective, you have heavy traffic, because it is a main arterial. The years that he gave me, assuming it's a community that has lights, was five and eight years for the regular and 10 and 11 years for the high polymer.

Mr. Mills: So, mill and resurfacing are probably our best bet.

Mr. Darby: Yes, I would think so. Is that the double application of the regular micro-surfacing?

Mr. Armans: Yes, the double application. The price is in a very simplified table that we provided that had the high polymer, double micro costing about \$55,000 a year, versus mill and resurfacing, which is about \$65,000 a year. So, for the cost, the high polymer is actually less, but you will have traffic disturbances and have to close down roads.

Mr. Mills: It sounds to me that there is no use to even bother with the micro-surfacing.

Mr. Darby: I guess my feeling is if it looks better and is going to last twice as long.

Mr. Mills: Exactly.

Mr. Darby: Unless it's five times more expensive. That would seem to me to be the way to go.

Mr. Mills: Any comments, Carolyn or Richard?

Mr. Bosseler: No.

Mr. Mills: I would say just give us the numbers based on mill and resurface and not micro-surfacing.

Mr. Armans: To that same logic, micro-sealing does not restore the structural integrity of the road, so any place that has structural issues, which I believe there are a couple, you would have to do a mill and resurface.

Mr. Mills: Remember, I shared with you when we were riding around about how they laid the road right over the top of tree stumps?

Mr. Armans: Yes.

Mr. Mills: That happened on Old Tramway.

Mr. Armans: Those structural issues are not affected by micro-surfacing.

Mr. Mills: Alright. What you may want to do is to include some kind of a contingent number, because we also ran into a problem on Old Tramway where they started to mill. It was very soft. So, they had to recompact. We also need to have a core sample done. The road looked perfectly fine, but when they went down and milled it down, it was soft.

Mr. Armans: We often do structural review reports for a community like yours. If you would like, there is the option of getting ahead of those projects and doing core samples to have a better idea for budgeting. If that's something you would like for us to do, we can get a cost comparison and some core samples.

Mr. Mills: I think we need to do that.

Mr. Armans: Okay.

Ms. Witcher: The road in front of my house has already been poured.

Mr. Mills: Yours was done. I'm sure you can drive through the community and take core samples from a lake. We had an issue down in Balmoral, right when you come off of Old Tramway where the road has now sunk down. That's because we put a pipe in from one lake to another. Again, it wasn't compacted correctly.

Mr. Armans: To get a proposal for core samples, do you want us to try to do something for the entire community or for the next few projects?

Mr. Mills: I would say the high traffic areas.

Mr. Darby: Yes. Can we have it both ways.

Mr. Armans: Sure. We can maybe break the community in half and say, "*We can do half now and half later.*"

Mr. Mills: When is our next resurfacing project and in which areas?

Mr. Darby: I don't think we have one. At the workshop, we said that we were going to wait five years.

Mr. Mills: Yes. Okay. Good.

Ms. Witcher: At the same time, we do the paving, we do the concrete first in the area that we are doing. If there's any breakage, fix it and then do the paving in that area. It has to be included in the proposal.

Mr. Mills: Is there anything else?

Mr. Darby: I had a couple of questions, Peter. I think Jason sent to you, a spreadsheet for lake bank restoration.

Mr. Armans: Yes.

Mr. Darby: You were supposed to put proposals together. In that area, we want to also take a look at 554 Ashwell Court and 7971 Chatham Court. I didn't see those highlighted in the spreadsheet. I believe you have a letter from Jason on 554 Ashwell Court. Also, was there any difficulty in transferring files or documents from Atkins into your system?

Mr. Armans: All of the files Jason sent to us were received and we were able to find PDF and Excel sheets.

Mr. Darby: So, Atkins gave you everything you need, all of the drawings, records and so on.

Mr. Armans: We don't have original drawings for the community. We will look at them for the grading of the roads and placement of speed humps. So, we might be requesting that from Atkins. If they give them to us great, if not, we will try to get them from the original permit.

Mr. Showe: I will follow up with Atkins.

Mr. Darby: Regarding the lake bank, I would like to put together a Lake Bank Restoration Plan for the next five years. I know that Atkins put together one. I don't know if you

had the opportunity to look at it and whether you agree with their proposal. So, I would like to have an opportunity to review that with you guys when you get an opportunity to look at it. You probably have to physically walk some of these banks.

Mr. Armans: We have a plan, but I don't think it's a Five-Year Plan. Do you want us to look at that same plan? So, we need a Five-Year Plan and that means we need to inspect the banks and figure out what needs to happen first.

Mr. Mills: Look at it and see if it's feasible in your opinion.

Mr. Darby: The one I have is dated February 25th of this year. Jason, do you still have that?

Mr. Showe: Yes. We can provide that to you. That's the one we received from Atkins that showed all of the lakes.

Mr. Darby: It goes out to 2025. Thank you.

iii. District Manager

1. Field Manager's Report

Mr. Viasalyers: I have a few things starting with landscaping. Tropic-Care did an excellent job addressing any concerns that Mel or any Board Member bring to our attention, along with our drive throughs. We've worked with Tropic-Care to install some new landscaping around the front guardhouse. You might notice there is a new Palm tree bed with some new plant material. That's part of the upgrade package we are including along the sides of the entrance and exit as well. We had several areas cleaned up. We have the area as you exit the back guardhouse heading towards Interlachen Road. We removed all of the foliage that was overgrown along the sidewalk. It looks good. We also had Tropic-Care work on the cul-de-sac on Balmoral Way to get all of that extra overgrowth off of there and illuminate the area for the residents. We worked with Waste Management to get the 96-gallon garbage can placed next to the guard shack. They use that in conjunction with janitorial staff.

Mr. Bosseler: William, yesterday, I saw the old one out there.

Mr. Viasalyers: I addressed that in the map. Apparently, they must have filled that up by mistake. We will get rid of it.

Mr. Bosseler: Okay.

Mr. Viasalyers: So, we are working on eliminating that. Staff worked on getting all of the golf cart crossing signs replaced as requested by the Board. We also added a couple of signs

about oversized cables and worked with Mel on the fountain entrance. It wasn't performing. We removed a line and added a regular hose spicket in there, re-adjusted the level and brought it to where it is coming up to the perfect level now. We haven't had any issues since we have done that. That also allows us to attach a hose fixture there. We worked with Modern to upgrade the guardhouse graphics card. That has pretty much eliminated all of the connection issues we were having.

Mr. Darby: Great.

Mr. Viasalyers: I haven't seen any reports that the cameras were not working.

Mr. Darby: Only occasionally.

Mr. Viasalyers: That's all I have unless the Board has any questions.

Mr. Mills: I do. Have they gotten back to you about what they are going to do with the rear gate intermittent problem?

Mr. Viasalyers: I have to follow up with them. One of the most recent items we had was to replace the loop sensor. You and I spoke about that. I still need some feedback.

Mr. Mills: I would like to make the Board aware that William and I were at the back gate. He has the key to take the panel off so you can actually see the operations of the inside. The mechanical part of all of that is in excellent condition. The only concern I have is with the one that is intermittent. I think the motherboard is bad and we need to get a price to get that replaced, because I'm almost 100% sure that is our problem.

Mr. Viasalyers: We installed a new LED 4-foot wide landscape light for the back entrance monument to illuminate the sign.

Mr. Mills: I was going out the other day and a commercial vehicle came in the back gate. So, we have to get that fixed.

Mr. Viasalyers: Did they tailgate?

Mr. Mills: No. Somebody had come in while the arm was still up. I don't know how much a motherboard costs, probably \$700 or \$800.

Mr. Viasalyers: Yes, somewhere in there.

Mr. Mills: But it's not doing its job. So mechanically it's fine. It has to be an electrical part. Good job, William.

Mr. Viasalyers: Thanks.

Mr. Darby: William, there is a request for ECOR to clean up some wetlands in back of a house on Chatsworth. Do you know if they did that?

Mr. Viasalyers: I will follow up with them. They were supposed to schedule it.

Mr. Showe: I talked to ECOR last week and they said they were going to get out here last week.

Mr. Darby: So, it was done. Great. One of Rick's favorite subjects is the clarity on Lake 17, which is on the 18th hole. I think ECOR was going to look into that and see what the issue was. That's all I had.

SIXTH ORDER OF BUSINESS

Treasurer's Report

A. Consideration of Check Register

Mr. Showe: In your General Fund, from May 28, 2020 to July 27, 2020, we have Checks 53710 through 53738 in the amount of \$221,316.57. In the SunTrust account, we have Checks 1 through 6 in the amount of \$20,193.56. In your Capital Projects Fund, we have Checks 104 through 107 in the amount of \$22,907 and June and July payroll in the amount of \$1,622.30, for a grand total of \$266,079.43. William and I can answer any questions.

Mr. Bosseler: I feel that we can discontinue the special janitorial service. You had a bill for a pool storage closet for \$950.

Mr. Viasalyers: I can address that. We had some rodent issues, so we had to have staff come out and move everything in there and patch up the wall. They organized it and cleaned up all of the feces.

Mr. Mills: Richard and I could've done that for \$250.

Mr. Bosseler: A couple of lines down we have "*Golf Cart Image*" for \$1,781.

Mr. Viasalyers: It was very expensive based on the style. It was the same style you previously used.

Mr. Showe: They are engraved and must be custom made. It's an upgrade in look.

Mr. Bosseler: The last item I have is standing water at fence line for \$16,330. Is that the new fence?

Mr. Showe: That is the end of the repair that we did on Kingswood. That invoice is from May 19th.

Mr. Bosseler: That was \$16,000?

Mr. Showe: Yes.

Mr. Bosseler: Oh my God. We were told it was only going to be a couple thousand.

Mr. Mills: That's what I heard.

Mr. Showe: It was in the neighborhood of \$14,000, but it likely included some additional work they did at the pool area.

Mr. Mills: I would suggest sending half of that bill to the Space Coast Credit Union.

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the Check Register for May 28, 2020 to July 27, 2020 in the amount of \$266,079.43 was approved.

B. Balance Sheet and Income Statement

Mr. Showe: No action is required by the Board.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Mills: Are there any Supervisor's Requests? Hearing none,

EIGHTH ORDER OF BUSINESS

Public Comment Period

Mr. Sherbin: On the fifth green pond on the east side, the far end looks similar to a pond where we had a fish kill a couple of years ago. I don't know who takes care of that, but it looks pretty ugly. There is a lot of algae.

Mr. Viasalyers: I will pass that along.

Mr. Mills: Are there any other comments from the audience? I would like to thank Joanne for her constant inclusion in our meetings. It's refreshing. We are going to add her to the agenda to give comments from her community. She is a partner with us and I think it's important that we share our ideas and thoughts. I appreciate her being here.

Ms. Wagner: I appreciate you having me here. It gives me a lot of input too.

Mr. Mills: Exactly.

Ms. Wagner: We have to work together.

Mr. Mills: Yes.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Darby seconded by Mr. Bosseler with all in favor the meeting was adjourned.


Secretary/Assistant Secretary
Chairman/Vice Chairman