MINUTES OF MEETING
DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dupree Lakes Community Development District was held on Monday, January 14, 2019 at 6:00 p.m. at the Dupree Lakes Clubhouse, 6255 Dupree Lakes Boulevard, Land O'Lakes, Florida.

Present and constituting a quorum were:

Robert Fox	Chairman
Timothy Price	Vice Chairman
Bobby Fox	Assistant Secretary
Robert Hornbeck	Assistant Secretary
Rick Linard	Assistant Secretary

Also Present were:

Darrin Mossing	District Manager
Darrin Mossing, Jr.	GMS
Francis Friscia	District Counsel - Friscia & Ross, P.A.
Tonja Stewart	District Engineer
Jason Greenwood	GMS
Alan Scheerer	Field Manager
Clayton Smith	Assistant Field Manager
John Most	Vesta Property Services
Mark Yahn	SunScape Consulting, Inc.
Mike Mantai	Cardinal Landscaping
Jeff Mantai	Cardinal Landscaping
Mark Biondolino	Resident

FIRST ORDER OF BUSINESS — Roll Call

Mr. Mossing called the meeting to order and called the roll. All Supervisors were present. The Pledge of Allegiance was recited by all who attended the meeting.

SECOND ORDER OF BUSINESS — Supervisors Requests and Audience Comments *(please sign sign-in sheet; 3 minutes will be allotted to each speaker)*

Mr. Robert Fox: I would like to introduce Mark Biondolino. He is a possible candidate to replace me on the Board and I wanted him to introduce himself.

Mr. Biondolino: My name is Mark Biondolino and I am a new resident of Dupree Lakes and the State of Florida. I am a retired police officer of 22 years. I currently work with the Department of Justice in downtown Tampa. My wife and four kids from the ages of 3 to 17 live with me so I am invested in the community and the neighborhood and we are here to enjoy it.

Mr. Mossing: Are there any other Supervisors Requests?

Mr. Hornbeck: I have a number of items, but I think they are all going to be brought up during the meeting so I will reserve my comments to those specific issues. If something isn't brought up, I will bring it up at the end.

Mr. Mossing: Hearing nothing further, we will move on to the next item.

THIRD ORDER OF BUSINESS — Approval of the Minutes of the December 17, 2018 Meeting

Mr. Mossing: The minutes of the December 17, 2018 meeting were included in your agenda package. We can take any corrections or changes, at this time. If not, I would ask for a motion.

> On MOTION by Mr. Hornbeck seconded by Mr. Robert Fox with all in favor the Minutes of the December 17, 2018 Meeting as presented were approved.

FOURTH ORDER OF BUSINESS — Consideration of Engagement Letter with Friscia & Ross, PA for District Counsel Services

Mr. Mossing: I believe the Board already hired Friscia & Ross, P.A. to replace prior District Counsel and their engagement letter is included in the agenda package. Does the Board have any questions, comments or changes?

Mr. Hornbeck: I had one minor change.

Mr. Friscia: In my representation letter, the fourth paragraph should say that we represent the CDD and not the HOA. That's the only change. I have the revised letter for the Board.

Mr. Mossing: Everyone needs to just replace the first page.

> On MOTION by Mr. Robert Fox seconded by Mr. Price with all in favor the Engagement Letter with Friscia and Ross, P.A. to serve as District Counsel as amended was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution #2019-04 Designating Francis E. Friscia as District's Registered Agent and the Office of Friscia & Ross, PA as the Registered Office**

Mr. Mossing: Resolution #2019-04 is in your agenda package, designating Francis E. Friscia as the District's Registered Agent, and the firm of Friscia & Ross, P.A., 5550 W. Executive Dr. Suite 250, Tampa, Florida 33609 as the registered office. Are there any questions or comments? If not, we need a motion to approve the resolution.

> On MOTION by Mr. Hornbeck seconded by Mr. Linard with all in favor Resolution #2019-04 Designating Francis E. Friscia as Registered Agent and the office of Friscia and Ross, P.A., 5550 W. Executive Dr. Suite 250, Tampa, Florida 33609 as Registered Office was adopted.

Mr. Hornbeck: Do we need to approve the minutes from the January 2nd meeting?

Mr. Mossing: They are not available and will be on the next agenda.

Mr. Linard: So we will receive the January 2nd minutes and these minutes.

Mr. Mossing: It generally takes us about two weeks to transcribe the minutes, depending on the length and the time to get the transcription reviewed and approved for the agenda.

SIXTH ORDER OF BUSINESS Discussion of Landscape RFP

Mr. Mossing: A number of documents were distributed to the Board for consideration. The first item is a proposal for a landscape consultant. You have a copy of Mark Yahn's resume. He is here to answer any questions.

Mr. Scheerer: Cardinal Landscaping is also here. I didn't know if you wanted to hear from them right now or wait until later.

Mr. Robert Fox: We can hear from Cardinal Landscaping.

Mr. Mike Mantai: I will be quick so you can get to other business. I have just a quick synopsis of items we completed over the last month and addressed. We continue to fix the irrigation decoders. There are usually three or four a month. I think there were three this month. There was an irrigation line break at the Sweet William Terrace cul-de-sac. We also replaced a timer. There was also a main line break at the clubhouse. We are not really sure why there was a break, but it was prior to them doing the asphalt job so cars were parked on the grass and turf area. It's a couple of feet deep. Bob Fox called me at 10:00 a.m. on Sunday and said, "Mike we have irrigation running" so I came up here. It wasn't the irrigation. There was potable in one of the main lines so we were able to turn off the water and I used a blower to blow it out so the asphalt work could continue on Monday. We added 15 jasmine to Wood Violet Court to fill it in and removed ones that weren't as healthy. It looks nice now. We are continuing to spray for ground gnats, which everybody knows is an issue at Dupree Lakes so we are staying on top of that. We are also spraying for winter weeds. We put down Topchoice insecticide in the soccer area and surrounding areas so we shouldn't have ants for at least a year, which is what they guarantee. The last item I wanted to mention is that we are due for our quarterly annual change out of the pansies and petunias. A lot of time people go with pansies for spring because they come in violets and yellows, which is more in line with a springtime annual.

Mr. Robert Fox: Has that already been contracted?

Mr. Mike Mantai: I haven't ordered the plants, but if the Board authorizes it I will do the annuals.

Mr. Robert Fox: There has been discussion about doing it three times a year rather than quarterly because right now, the plants that are out there still look pretty decent. If I remember right, it's about $3,000 or $4,000 to replace them.

Mr. Scheerer: I think it's more than that.

Mr. Mike Mantai: I think it's less than that actually. It's about $2,000.

Mr. Jeff Mantai: If you are happy with it, we can do it as often as you want.

Mr. Robert Fox: I think it should be discussed by the Board.

Mr. Jeff Mantai: Okay, but it would be great if we can choose them now so they can start. If two weeks before your next meeting you say, "Wow we really need to change them out", we can order them.

Mr. Robert Fox: We had pansies last year and they were decent.

Mr. Mike Mantai: What Jeff is referring to is it takes some time to order the flowers to make sure the availability is there so we need as much lead time as the Board can give us. It takes two weeks after we order them to get the installation scheduled.

Mr. Scheerer: The last annual change out cost $2,700.

Mr. Robert Fox: Is there any Board discussion?

Mr. Hornbeck: Yes, I think we should let it go for right now.

Mr. Mike Mantai: The only decline that we have right now is the first row or two at the clubhouse entrance. That is probably where they put the hot asphalt down as the entire front row is close to the asphalt.

Mr. Robert Fox: They look pretty good right now.

Mr. Bobby Fox: They will start declining eventually, but at that time we can address it.

Mr. Hornbeck: I would like to see what they look like. If we can make it well into February with it looking reasonably good, I say that we go with the hot weather planting. Pentas do well in relatively cool weather and great in heat and humidity. I thought that was part of the landscape contract. Is that billed separately?

Mr. Mike Mantai: It is part of the contract that we are supposed to change the flowers four times a year, but it is billed separately.

Mr. Hornbeck: The labor is part of the contract to take the old annuals out and put the new ones in?

Mr. Mike Mantai: Yes.

Mr. Hornbeck: Or does $2,700 include the labor?

Mr. Scheerer: It's to remove and install.

Mr. Hornbeck: So actually that entire rotation is not part of the landscape contract at all?

Mr. Robert Fox: No, but it's in the contract that we are supposed to do it.

Mr. Hornbeck: That you are supposed to do it.

Mr. Robert Fox: Of course.

Mr. Scheerer: It's a line item in the budget, Bob.

Mr. Hornbeck: Exactly, even though there is no money in the budget. It should come out of the maintenance budget. Is that correct?

Mr. Scheerer: I would have to check. We have a landscape improvement line item in the budget that we can pay it from.

Mr. Hornbeck: Okay. I recommend that we let it go for right now to see how the current ones last. We had some weather down in the 30s and they made it.

Mr. Robert Fox: We are going to have some cold weather tomorrow.

Mr. Price: Should we decide what plant to replace it with? Do you have the information?

Mr. Hornbeck: Maybe we can go with two or even three rotations, but I would like to see what other communities have done. For example, Connerton plants summer flowers and they last. As a matter of fact, the last time I went through there was just before Thanksgiving and the pentas were still blooming beautifully. They were probably put in back in March and lasted the entire summer. I had pentas through the winter and they bloomed beautifully the next year. That is one type of flower we can use.

Mr. Linard: But there's a difference in doing February versus April.

Mr. Hornbeck: I agree.

Mr. Linard: How much lead time do you need to place the order?

Mr. Mike Mantai: A couple of weeks, usually. Probably three weeks.

Mr. Linard: Two to three weeks?

Mr. Mike Mantai: Yes.

Mr. Linard: We can probably do that. It really depends on if decide to plant them in April, May or June.

Mr. Robert Fox: We are going to have a special meeting on January 28th so maybe you can get us some information on planting pentas as opposed to pansies.

Mr. Mike Mantai: Pentas are not an annual plant. They are a perennial so they last longer, but they are more expensive.

Mr. Robert Fox: Pentas re-seed themselves too.

Mr. Mike Mantai: Right.

Mr. Hornbeck: Again, that's the idea rather than planting annuals that die out. It depends upon the weather and the conditions.

Mr. Mike Mantai: You're right. Pentas would last six months and we can push it to late February.

Mr. Hornbeck: Again, if that's the case, then okay so maybe we have to do three rotations, but maybe we can get away with two and thereby plant more of them, filling more of the areas that we have. Pentas are much larger than the typical annuals we have been putting in. They grow much larger so you space them out a little bit more so maybe we've got enough money then in that area of the maintenance budget to actually do some more flowers in some of the other areas. That's kind of the idea and that's what I think we should do.

Mr. Mike Mantai: We can do a mix. Pentas are not as beautiful, in my opinion, as a begonia that's all full of color. Maybe we can do annuals at the entrance and pentas at the clubhouse to try to cut costs.

Mr. Hornbeck: Or do a layered look too with the pentas in the back and begonias in the front in some areas. That's exactly what they did in Connerton and other areas. As I mentioned at the last regular Bboard meeting, we should try to have perennial non-flowering plants that provide more color at the entrances like along Collier Parkway

Boulevard. I suggest asking Cardinal Landscaping, "Well, you know these variegated plants aren't really doing well and maybe we can replace them with some gold dust or something that would have more color in them."

Mr. Scheerer: There is a line item in the budget specifically for annuals.

Mr. Hornbeck: Separate from the landscape maintenance budget item?

Mr. Scheerer: Correct.

Mr. Robert Fox: In addition, we discussed in our drive throughs how terrible the dead plants in the center islands look and it would be my opinion, depending on what the Board wants to do, to take them out and put in mulch and we can look at adding plants later on. There are islands full of dead plants or partially dead plants. It just looks terrible.

Mr. Mike Mantai: I agree. I know at different times we submitted proposals for some of the center islands and things like that. I provided an estimate today for removing the plants and adding pine bark. The Walter's viburnums are too tall. You also might want to think about, before you start planting, is to shrink some of these islands by putting some more grass in. Maybe by going with two or three strips, you will lose less pine bark and less plant material, but you will save money and it's actually easier to maintain.

Mr. Hornbeck: Maybe at the same time, Mike can drive around and look at every single cul-de-sac and say, "Here's what we should do now, what we can do in six months and what we can do in a year."

Mr. Mike Mantai: I agree. All the cul-de-sacs have huge planter beds that aren't necessarily needed, but by shrinking the bedding area in the center islands going down Dupree Lakes Boulevard, we won't lose the beautification enhancement because you still have plant material there. We can also add color. It's just going to make it smaller so it's easier to maintain. When you put in grass that is only 18 inches wide, it dries out quickly so it's better for you, more economical and won't remove any of the appeal.

Mr. Robert Fox: Did you say you provided an estimate?

Mr. Mike Mantai: Yes, to remove it and add pine bark and grass for the short-term.

Mr. Robert Fox: Did you receive the proposal, Alan?

Mr. Scheerer: He emailed it, but I was already on the road and couldn't print anything out that he had sent.

Mr. Mike Mantai: It's roughly $1,200 per island to remove it, which includes fixing the irrigation from pulling out plants and things like that.

Mr. Hornbeck: I noticed in your timer schedule I requested that all of the drip systems and bubblers are turned off.

Mr. Mike Mantai: Right now they are turned off.

Mr. Hornbeck: Is that because the plants there don't need water?

Mr. Mike Mantai: They don't need the drip line. We need the timer more because we are always limited by time and have so many zones. For an established plant, such as the Walter viburnums that have been there for five or six years that don't require a drip line, we can certainly turn it off if it's not needed.

Mr. Hornbeck: The grown trees also don't need one.

Mr. Jeff Mantai: They are supposed to get bubblers, but once they get established, they don't need them.

Mr. Hornbeck: Exactly. I turned all of mine off.

Mr. Robert Fox: How many islands are you referring to?

Mr. Mike Mantai: I think there are three islands.

Mr. Robert Fox: All of the plants that are there will be taken out and the area will be mulched.

Mr. Mike Mantai: I believe it's under $4,500.

Mr. Hornbeck: Before I vote on that, I want to see exactly what plants you are talking about.

Mr. Mike Mantai: They were suggested by Bob. We can work with you on the plants.

Mr. Hornbeck: Are we talking about different kinds of plants?

Mr. Mike Mantai: Mostly Walter viburnums.

Mr. Jeff Mantai: Underneath the magnolias.

Mr. Mike Mantai: They are likely too tall so you are not getting any undergrowth on them. If we trim them back it's going to look really bad. Bob suggested taking all of them out. There are magnolias in there now.

Mr. Hornbeck: The problem that I have, just from a visual standpoint, is that we have to trim the magnolias above those.

Mr. Mike Mantai: Yes.

Mr. Hornbeck: So now if you are going to take all of those out, you are going to have a magnolia that maybe in 10 years will have drooped down branches and it's not going to look good. Magnolias are not supposed to be trimmed unless of course there's something directly underneath them. As a matter of fact, a suggestion was made to me that we have some magnolias in the island and some Ilex directly underneath them and not trim the magnolias. It would be much better to take out the Ilex 4 to 5 feet from the furthest branch of the magnolia and allow the magnolia fill that space. It would be much better for the tree and wouldn't change the look.

Mr. Mike Mantai: I agree.

Mr. Hornbeck: I'm not sure about taking out the viburnum underneath those magnolias.

Mr. Robert Fox: But most of the plants are dead.

Mr. Linard: If they are dead, they need to be removed.

Mr. Robert Fox: They look terrible.

Mr. Scheerer: Is that it?

Mr. Mike Mantai: That's it.

Mr. Scheerer: Cardinal Landscaping provided a proposal for $4,375 to remove some declining Indian Hawthorne on Desert Peace Avenue, plant material on Dainty Bess Court north and south islands and in the Coriander Way north island, remove Walter viburnum and mulch for a total of $4,375.

Mr. Hornbeck: Does that include all the things that you just mentioned?

Mr. Scheerer: Yes.

Mr. Mike Mantai: It also includes pine bark.

Mr. Jeff Mantai: Because when we remove the plant material, you are going to have a bare area so we should just lightly pine bark it.

Mr. Mike Mantai: Right.

Mr. Hornbeck: Okay, if you think we should do it.

Mr. Robert Fox: I do. That also includes the cul-de-sacs. Some look terrible.

Mr. Hornbeck: Could we include the Ilex trimming for that price?

Mr. Mike Mantai: Sure.

> On MOTION by Mr. Hornbeck seconded by Mr. Robert Fox with all in favor the proposal from Cardinal Landscaping to remove Indian Hawthorne on Desert Peace Avenue, install plant material on the Dainty Bess Court north and south islands, remove the Walter Viburnum on the Coriander Way north island, add mulch and trim Ilex in the amount of $4,375 was approved.

Mr. Hornbeck: Regarding the requested timer list, I am a little disappointed in you as well as GMS. When I ask for something like this, I want the run time for the timers. The first list you provided had no run times and only had the A, B and C timers and none of the cul-de-sac timers. So, I requested a second run of the timer list, which included the run times for the A and B timers, but no run time for the Timer C and there were no run times for Timer R1 through R9 in the cul-de-sacs. I would like to see the run times for Timer C and the cul-de-sacs timers.

Mr. Mike Mantai: I did amend it, but you didn't get the amended one. It is my fault that I didn't add Timer C. I should've clarified that R1 through R9 all have the same run times, which is 30 minutes. Most cul-de-sacs have one zone, maybe two and several have a drip.

Mr. Hornbeck: I noticed on the map that there are a couple of zones. Are you saying that if it has two zones or three zones, they run separately?

Mr. Mike Mantai: They run separately.

Mr. Hornbeck: Do they run for 30 minutes each?

Mr. Mike Mantai: Yes.

Mr. Hornbeck: Maybe that's why we are putting too much water on some of these circles.

Mr. Mike Mantai: It's running one day a week.

Mr. Jeff Mantai: The rotors run for 30 minutes and the sprayers run for 20 minutes.

Mr. Hornbeck: Okay. It's strange that all operate on Saturday at 5:00 a.m.

Mr. Mike Mantai: It's common since it doesn't have an address.

Mr. Hornbeck: So in other words, they must operate on Saturdays, but not necessarily all at the same time.

Mr. Mike Mantai: They don't go on at the same time, but for ease, they are scheduled for 5:00 a.m.

Mr. Hornbeck: And there are no drip systems.

Mr. Mike Mantai: There are a few with drip systems, but they are off.

Mr. Hornbeck: The reason why I'm a disappointed in GMS is because when I asked a management company to go to a vendor and ask them for something, I expect when the report is sent to the management company, the management company looks at it first and says, "Wait a minute, this isn't complete" and doesn't even send it to them. They return it to this vendor and say, "Hey, it's not complete."

Mr. Mike Mantai: Bob, it's my fault. I should've been clearer.

Mr. Hornbeck: It's a hassle that a Board Member shouldn't have to go through. That's why we have a management company. They should be the one looking at it and saying, "This looks good" or "No it doesn't". Thank you. That's all I have.

Mr. Mike Mantai: Okay. Does anyone else have any questions?

Hearing none, the 'Mantai's left the meeting.

A. Consideration of Proposal for Consultant Services

Mr. Mossing: There is a proposal in your agenda package from SunScape Consulting, Inc. The owner, Mark Yahn is here. His resume was provided to the Board. His fees are outlined on the second page for various services. At this time, we will open it up to the Board for discussion.

Mr. Scheerer: I think most of you have met Mark. He is the landscape consultant that we discussed at the last few meetings, handling several properties throughout the state and other states. He is here to answer any questions the Board has regarding his proposal.

Mr. Price: What was your overall impression of the community? I know you went into some detail here with the spacing of trees, etc.

Mr. Yahn: It looks like this is a community that is reasonably new, probably 10 years old and you have some mature material. I am not here to be critical of anyone, but there are a lot of missing plants and some species that aren't doing well like Walter's viburnum, which is a problem everywhere. It was kind of overused when it first came into the marketplace 10 to 15 years ago. There are some Jack Frost ligustrum and wax myrtles that have a limited life expectancy, but there is a lot of good material. There are a lot of live oak trees that need to be groomed. A lot of them have full canopies. This was assessed through a drive through. There is brown patch fungus, which is common. It seems like it's been more prevalent in the last 10 years and once you have it, you live with it forever. One of the first things we do is assess the property and see what's needed. The most important part of the program and anyone's program, is the hydration, nutrition, and pest and disease control, the things that you really can't see. First of all, you have to figure out what you are dealing with and what soil you will have because a lot of the larger companies have certain products that they want to use. We then establish an outline. Our scope is all frequency based, such as how many times you need to do certain things to maintain commercial landscaping. It is no different than maintaining an automobile, airplane or boat. It's all about frequencies of care, but we have to know what we have first. The best way to do that is test the soil. Then we provide an outline of the type of maintenance program we recommend, whether granular or liquid and the frequency, which becomes the agronomic program. You can't do anything without that, even the spring fertilizations. How do you know what to fertilize if you don't know what your pH level is? Then we follow what Mike is saying about the irrigation. It depends on the drip zones and what it's irrigating. The drip zones are not running at all, sounds odd. Trees oftentimes are installed for establishment and put on separate zones so they can either be turned off electronically,

manually at the head or not used at all because once the tree establishes itself, it's not going to need it. However, in Florida during the summer in extreme dry periods, you are going to drop the soil to a pretty deep level. Most shrubs and ground cover need something unless it's peanut or bovine or something of that sort. Walter's viburnum have a lot of different issues so it's kind of hard to say if hydration is playing a part. I would say if we have irrigation established, and every Florida landscape needs some type of irrigation unless it's unirrigated bahia turf, we need to know how it's used and maintained. Drip zones are not regulated by the Districts. You can run them as much as you want and limit hydration versus sprays and rotors. Using rotors once a week for 30 minutes this time of year is about right and spraying 15 to 20 minutes per week. If we have an issue, we are not going to let the landscape die. We will defend ourselves to the District, but it's all about hydration and the types of plantings. We are not going to water anything more than it needs to, but I think everything needs to be planned out, such as the condition the irrigation system is in, which we don't know. It sounds like it's a two-wire system from what Mike was saying about the decoders. Again, I think you still have a lot of your initial investment. The oak trees were within the 4-inch caliper when planted and now they are 10 inches so they increased in value. With a lot of landscaping, there is going to be a lot of depreciation in value. Every landscape architect in Florida is not going to get it 100% right. We have been on properties that are two years old, replacing 60% of the shrubs because someone tried to go all native when the irrigation system wasn't set up for it. We are trying to follow trends by replacing material over time. The life expectancy for plant material is 10 to 20 years, but it could be less by adding shade so there's some reinvestment. I don't have a customer that doesn't reinvest into their landscaping, such as replacing a shrub that gets run over by a car. You should spend $10 to fix it so it doesn't become a $500 or $5,000 problem later. Adding some winter enhancement from now until April is a great idea. Fall is also a great time but not summer. It's too stressful for plant material to get established in the summer. Taking Walter's viburnum out of these islands is a big job. Right out in front of your club, there is a Jack Frost ligustrum that is not happy. I would say that a lot of those things can be done over time to stabilize things. If a plant is not healthy, take it out and cover it up with mulch,

to show homeowners that we care about the landscaping, but we don't have the money to restore it. In time, they should be restored because the integrity of the landscaping, if we have the right landscape contractor on the job, should provide horticulture services. If they don't, they shouldn't be here. If they are, the better landscaping we can give them to maintain, the better job they do. That doesn't mean everything needs to be perfect all the time. We always tell that to our customers. Our goal is to stabilize what we have and then have slow victories at a time because if they don't have that interest level, they shouldn't pay our fee. We want to understand your landscaping, write a program to stabilize it to stop the bleeding and spend on new landscaping, not using the same money to fix old landscaping to get it back to where you can drive in and give a thumbs up. If you are hiring us and the kind of contractor we recommend, you shouldn't be in the landscape business unless you want to be. If you want to drive around and critique, that's your business, but you shouldn't be involved with the irrigation system. It should only be for personal interest and not because that's what we should do. We are not technical consultants. We don't tell you if you have mealybugs or scale. We manage it. If you tell us, "This is our landscaping and this is our budget, take care of it," that's our goal. Most of the time, we work with GMS, CDDs and property management companies. We work in six states. We have institutional owners that own a lot of properties with managers that have a lot on their plate so they are looking to us to manage it to protect their investment. Whether it is to satisfy your residents, rent apartments or get more hotel guests, that is what we are all about. We are actually owner representatives and horticultural managers. We are not so much consultants that just give you advice. Our job is to do it and to help you retain a contractor and partner with them. We are not here to tell you how bad they are. We are going to tell you how great they are because if they do a good job, they make us look good, but if they do a bad job, we may have to come to you and say, "You have the wrong people and we need to put out another Request for Proposals (RFP) or go to the second person in line with the last one we did." If we have to do that, we failed you because we want to make the right decision the first time.

Mr. Hornbeck: Thank you. Let me ask you about your fees. The $2,000 looks like it would do some things that we already have such as the map. We have fairly detailed maps of all areas that are our responsibility.

Mr. Yahn: He is referencing Page 2. The $2,000 fee is to develop a scope of work.

Mr. Hornbeck: Okay, but then what is the $2,850 for?

Mr. Yahn: The $2,850 is to develop maps. For us, an RFP would include the scope, the maps and fee schedules, but it depends. If you have an engineer on staff that can map it, we provide input on where the landscaped areas are on the map because what you might have, might be broader than what we would want to include. For example, if we have different turf types, we might want to shade one area with bahia turf that would surround the pond. Then we would have a different marking for irrigated St. Augustine or zoysia turf in our specifications. It also includes mowing frequencies, mowing height and fertilization. So, the map corresponds directly to the scope. Then we would have fee schedules and a turf care schedule. When we request pricing we normally want lump sum, but we want to do it all by service line so when we spread those results, we can see not only who it is, how high or low it is and where they are located. If they have a general services number and scope, we can ask them about their crew and man-hours. We want to see breakdowns. Like on the horticultural side, someone might be high priced, but they don't have enough money in horticulture and lawn care to be doing the job we expect. So that breakdown tells us how much money and how much emphasis they placed in each section of that scope. So, if we need to do the maps, I am allowing $850 for that in the fee summary. We've had clients that just want our scope and write their own fee schedule. We think that's a mistake because I think the price should follow that scope, but we leave that up to you. That's why I broke it out separately.

Mr. Robert Fox: How do you manage the landscapers?

Mr. Yahn: We worked a lot with Pulte. We did a lot of their RFPs, helped them hire a contractor and held a startup meeting with their onsite people to manage it. I described all of this on the second page of my proposal in case you were interested in having SunScape on board to manage it. That's why I left it that way so there can be a clear choice by the

Board. After you select the contractor, we come down, but it depends on the time of year because if we start now, the spring fertilization is a big deal. All this season we have been pruning the crepe myrtles. It depends on what lies ahead in the short and long terms. I've told everyone we have ever worked for to see our program, especially the agronomical side. That doesn't mean you wait a year for progress. You can see progress in a month. Hardwood pruning is separate by us and most contractors, but it is your choice. Again, a lot of it depends on when you start. If the RFP is in June and we start on July 1st with a new contractor and the grass is growing 6 inches a week, everyone will be trying to get the grass cut, get anything taken care of and when we come in the fall when it's slow, we will start talking about special projects. Natural areas need to be cleaned up. We just did an RFP for Pulte Village in Orlando to maintain 6.5 million feet of Floratam turf and we ended up doing checks for them for the first 90 days on Fridays. When we went down there on Thursday afternoon, they were still mowing the grass. They have 1,000 homes and were doing 250 homes a week so obviously, that's not the time of year to start, but sometimes people have a particular case. They had Board turnover so we are there for their owners and Board members.

Mr. Robert Fox: At what point do you interact with the contractors? In other words, are you going to have the authority to go tell a contractor, "You have to do it this way or you are fired"?

Mr. Yahn: We don't fire them, but I can tell you from that initial startup meeting, that fee is based on a once a month inspection where we come out and inspect everything. Alan has been with us on a lot of inspections. On bigger sites, we do a mid-month follow-up. We manage Starkey Ranch so we are in this part of Tampa a few times a month. I think our visits depend on our customers. We provide monthly inspections and issue a full report. I would be happy to send you a sample scope of work and report to show you how we manage it because when we come in the subsequent month, we sit down at the pre-inspection meeting and talk about what was supposed to have been done.

Mr. Robert Fox: With the landscapers?

Mr. Yahn: Yes, we normally we have a representative at the site. Alan or another Field Manager always attends our inspections. We interact with them about what was supposed to have to be done on our end and also for their end, if there were administrative things they were supposed to do. They are given 30 days to complete those items and then we start over. So, if you have issues that linger from month-to-month and we have three reports in front of us, the system breaks down. If they complete everything and have a good inspection, it may be 30 days before they see us again. If we weren't happy with what we saw, we will schedule a mid-month inspection at no charge. We are normally on the phone with our contractors at least weekly and some of them, unfortunately daily. If that starts to happen, we come to you and say, "We made a mistake."

Mr. Robert Fox: Do you have any experience with Cardinal Landscaping?

Mr. Yahn: No, I have not heard of Cardinal Landscaping, but that doesn't mean anything because there are a lot of landscape contractors in Tampa. They seem like nice men who are serious about what they do. They are at all of your meetings, but I never heard of them so I couldn't tell you what their experience is and what their capabilities are.

Mr. Robert Fox: Are they doing an adequate job, substandard job or an awesome job?

Mr. Yahn: I don't know if that's a fair question. I thought their job was adequate. I didn't see 3 foot weeds in the beds or any neglect, but I did see a lot of dead turf and severe drought stress. I could see scale on something so bad that I could see it from the road. I read their scope, which Alan shared with me and it looks like there's a South Florida feel to it. When DOD wanted to send out a huge RFP, I told them, "You can, but I would rather just send something out that gets right to the point and has our specifications." The specifications have changed a lot over the years, but I try not to add language that's not meaningful. If we find that they won't do something we thought should've been assumed, we will add it and you can be the judge of that. You can read it to see what you think, but it's a very readable specification. The main thing is that it has to be enforceable. You have to be able to say, "You have to do this so many times and whether it takes two people or 10 that's up to you." We never tell them how many people. We just tell them, "You have to mow the grass 42 times." We believe in taking property and dividing it into thirds, with the

exception of clubhouses, entrances and things that need weekly frequency because 17 times a year, in my 40 years in this business has proven that you can suppress weed growth, even with heavy rains, but with herbicides you can't suppress it. We base it on 17 frequencies a year or every three weeks, depending on the climate. Even when we were in Wisconsin where it's 80 degrees and rains often, how often you have to weed the beds and cultivate the mulch is probably every three weeks. That's the common answer, so that's what we stick with. You will see that in our specs; however, we have been flexible. When contractors come up with something they want to try such as a new product, a lot of people help us write our turf grass specs because it's a broad knowledge area. A lot of PHDs have helped us over the years, but it's a results driven business so we are always looking for better ideas. Once we write our specs in January, we are done for the year.

Mr. Hornbeck: What you are saying is that when you use the term, "scope of work" you are actually talking about the details of the RFP.

Mr. Yahn: We are talking about our landscape maintenance specifications.

Mr. Hornbeck: Right, but that would go into the RFP to replace whatever we have.

Mr. Yahn: Yes it would.

Mr. Hornbeck: I'm still confused though. Could you clarify in writing the difference between providing a services list and scope of work for $2,000 and providing a new scope of work only for $2,800? What is the difference between the scopes of work?

Mr. Scheerer: It includes mapping and the fee summary schedule.

Mr. Yahn: The way it reads is that we would charge $2,000 to develop a new scope of work.

Mr. Hornbeck: Can you give me an outline of that scope of work or is the outline actually the scope of work you were asking us to pay for?

Mr. Yahn: It's the same.

Mr. Hornbeck: Okay, so what you are saying is that the scope of work is essentially what we already have in our RFP. I want to know what the difference is. You said that you looked at the RFP.

Mr. Yahn: The specification is attached as part of this contract. If the same set of specifications are being used in your RFP, that's what I suggest be replaced.

Mr. Scheerer: He's going to rewrite it.

Mr. Bobby Fox: It is confusing. When I first looked at it, I thought it was going to be $10,000 because of all of those bullet points running together. Bullet point 1 is $2,000 for a scope of work and bullet point 2 is $3,000 for a scope of work and map. Part 3 would be $6,000 to administer the contract. Right?

Mr. Yahn: No, $6,150 is our price to administer the RFP if we did everything; prepared the scope, the mapping and the fee summaries, put it out for bid, attend the pre-bid and scope review meeting and come back to the Board

Mr. Bobby Fox: So we have three options. Option 1 is $2,000 for the scope only, Option 2 is $3,000 for the scope and the map and $6,000 is for everything from start to finish.

Mr. Scheerer: It's A to Z.

Mr. Yahn: $2,150 is totally separate, after all is said and done if you hire us to manage the project.

Mr. Bobby Fox: Can we take a couple of steps back because I feel like there's an overlap of responsibility? What is GMS' responsibility to these duties?

Mr. Scheerer: We visit the site on an as needed basis to meet with the various contractors and landscaper, review the property, make notes and ask them to correct any problems.

Mr. Bobby Fox: What is Mark going to do?

Mr. Scheerer: That's all Mark does for a living. We do multiple things with GMS out here. Darrin, correct me if I'm wrong, but Mark's sole purpose is landscaping.

Mr. Bobby Fox: I'm sure he's very good at it, but I just feel like we are paying two people to do the same thing.

Mr. Scheerer: What the Board was looking at was a scope of services for a possible RFP. We suggested listening to Mark to see if he would redo your RFP. From what Mark is saying, it looks like we would have more of a South Florida RFP. He will redo it so it fits your program. We can oversee it and do what Mark is charging $2,100 for. What we were

trying to do, was to answer some of Bob's questions like specifications for the soccer field, the tree pruning program, removing or lifting trees, basically coming up with a scope of services that fits your product.

Mr. Hornbeck: So let me ask the next logical question. Does the scope of work, the $2,850, include a projection going out a period of time? In other words, I'm not asking necessarily for specifically a 10-year plan or even a five-year plan, but for $2,850, you map everything that's current. Does it also include evaluating whether there are dead plants, plants in the wrong place or not being watered properly and a list of recommendations. For example, you mentioned trimming some oak trees. Would $2,850 include something like that?

Mr. Yahn: No, our $2,850 fee would be to work on the scope, send you a draft for your review and critique and finalizing the specifications. We are going to say in the scope of work what we want you to do and the map is going to tell them where to do it, like a service area map. It's going to tell them that the bahia turf needs to be cut, but that's it. It would simply be options that you could use for your RFP that you would send out yourself. If you want a recommendation for some contractors we use, we would be happy to give that to you. The difference is if you said, "No, we want you to go through the whole process" we would do what Bobby stated. We aren't nickeling and diming, but we are kind of a boutique firm. We are certified arborists. I have guys that supervise in tree trimming and that's all they do. We are also landscape architects, good landscape architects and provide design work for a lot of our communities. Some people use a lot of our services and some people use one. It's up to them. We try to separate the services we have. I tried to recruit experts in various fields. We work with GMS as a management company on every job we do and this question has come up before. I don't know anything about managing a CDD, but I know a lot about managing commercial landscaping. We managed resorts for Marriott and they have $20 million worth of landscaping that they don't have a clue how to care for. Eventually a lot of those people have either hired a horticulturist or they hired us part-time because we have proven that we can stabilize landscaping and help care for those assets to

make it more sustainable and not have the loss that a lot of communities have suffered. But all of those decisions have to be made by the Board.

Mr. Bobby Fox: I'm not concerned about the cost because we just spent $5,000 to pull out dead bushes, but it feels like we are all doing the same thing.

Mr. Robert Fox: I agree.

Mr. Linard: We do too much.

Mr. Hornbeck: I don't know if we need a specialist to negotiate with landscape contractors.

Mr. Bobby Fox: When you negotiate, do you have a reputation amongst landscapers that they know if they are dealing with you that they need to be in line?

Mr. Yahn: I think so, but we don't have a reputation that no one comes to the table. We did a very large RFP at Reunion and Starkey, which was publicly advertised. We have done a lot of work in Florida and they know we mean business, but I hope they know that we are also fair. That's why we always have a pre-bid meeting. We will come in and tell them what the expectations are and normally someone from the Board would speak up. Then everyone bids and the numbers come back. Everyone wants to go with the highest number and a lot of times that's the place to go, but we recommend bringing one or two finalists in so we can go through the scope to make sure they understand it. That's the way you prevent problems. It seems redundant, but a lot of times people are in a hurry, so we want a breakdown and an understanding. We want them to bring your team because we want to introduce them to our team and say, "If you get this job on March 1st, tell us how you are going to go about doing your business." You may not need us to negotiate that for you, but I can tell you that a lot of Boards have said, "We've had enough of this and want to follow you." I've never once got up from a table. Even one night at Southshore Falls when everyone was tired and didn't realize how long it was going to take and wanted to go home, we said to them, "Before you leave, while it's fresh on your mind, what do you think? You don't have to commit to it." You will do all of the bidding, receive the numbers, they have their team in there so you can see who is stretched, who has too much work right now, who really cares about your community so you can say, "Let's go with them." Has every

one of those contractors over the years worked out to be perfect? No, but 99.5% of them have.

Mr. Bobby Fox: What is your percentage of CDD Boards that are still managed by a developer versus resident managed?

Mr. Yahn: I would say about half.

Mr. Hornbeck: If we did the complete scope including the mapping and we contracted with you to do the management services on a monthly basis, would that include you making recommendations for plantings like I was asking Cardinal Landscaping to do? Would that be part of your scope of work that you are talking about?

Mr. Yahn: Yes.

Mr. Hornbeck: Is there some part of one of these scopes of work or the monthly contract that would include going forward? We can have a scope based on how we are going to proceed with this, even though some of us are pretty knowledgeable about plants. We still need an expert to come and say, "Hey, you know the entrance at Sunset should have XYZ." Is that part of that?

Mr. Yahn: Yes, let me explain how it works. You will see a lot of notes early on, such as notes for improvement and things we thought we should just pull out for now, things that we can groom better and save and salvage. Because a lot of our clients do a lot of enhancements and renovations, they use our landscape architect. All of our fees are like anyone else's. We are basing it on an estimated number of hours that we think we are going to have to spend. We know that it's going to be front loaded with time, but it is based on how it levels out. So, we figured that part of our fee has to be to manage irrigation repairs up to a certain amount, landscaping and planting. The dollar amount we included in the proposal was $5,000, which is based on the size of the property, so anything we do for you, includes arbor care. We never charged anyone for storm damage unless there was a hurricane and it was a mess. We manage some properties where that happened. Otherwise, if it's incidental things, such as making suggestions to spend $2,500 or $4,500, we don't charge a fee. It we are doing major work and planning to do the front of the clubhouse and it's going to cost $14,000, we charge an 8.5% management fee. That's the way we are set up.

So, irrigation repairs, drainage repairs, any of those things fall under that $5,000 category, we absorb that fee year-round. For larger projects, we charge a separate project management fee.

Mr. Robert Fox: So you are present when these things occur?

Mr. Yahn: Yes.

Mr. Robert Fox: You oversee their work.

Mr. Yahn: If you want us to do a planting job, we provide the demo, removal, site prep and getting the grade right, using Florida #1 plants, grades and standards. Everything gets planted on triangulated centers. The vendor shows up and all you have to say is, "Have a nice day." Most of the time, we lay it out, at least for the first couple of times so they know what we expect. If you are going to spend $4,000 or $5,000 on an improvement, we want it to be right. That means good material if the irrigation lines have been fixed. So yes, that's routine because we are always planting and fixing things. We always have a little bit of arbor care going on, but if we had to come in and trim every tree on this site and catch up and it's going to cost $40,000, we would charge a management fee or if you said, "We just can't do it" we would introduce you to an arborist. We've had that happen. People have said, "Listen, we are kind of new to this, but we have to get this done. We like their bid, but can't afford to pay it." We worked it out. We are not going to walk away from a job and just let you run on your own. We are going to say, "It's out there and we think it's fair," but we never let that get in the way of seeing a job through correctly. Never.

Mr. Robert Fox: Do you hire multiple contractors?

Mr. Yahn: Yes.

Mr. Robert Fox: In other words, we would have an arborist, contractor and a lawn mowing contractor.

Mr. Yahn: BrightView has arbor care but Enviro Tree, J&J Tree Service and Frank Garcia provide tree services.

Mr. Robert Fox: We dealt with BrightView.

Mr. Yahn: We worked with BrightView in several markets around the country.

Mr. Robert Fox: We fired them. We don't want them back.

Mr. Yahn: We have a good branch here and a bad one somewhere else. You just have to pick through them. I have to use them because they are in every market I work in, but it's getting more and more difficult. In Tampa, we work with nine contracts. At last count, we work with 37 or 38 contractors in six states, from very small ones to large ones like BrightView. We work with whoever has a heart for the business. We don't have favorites. They don't take my guys to lunch. We are just people that want to do the job right. If they do the job right, they are going to stay on the job and get more work. Bill Boyd started with me in Lakeland with one job and now he has eight jobs, but he's earned every one. He's a good guy and my clients love him. That's what we do. We are a matchmaker. It's getting harder because of BrightView. I had all of my employer reviews this morning. I told my guys, "That's our job." We have to continue to find talent and bring it to our customers because that's what they expect. It's not as easy as it used to be, but they are still out there. There are a lot of small companies in Tampa that we like. We had to meet new people and we have. Right now, none of them are perfect, but they all provide good service to us. They are good communicators. They are good with their paperwork. All of our people have to give us Lawn and Ornamental (L&O), Fertilization, Pest, Disease and Irrigation Reports showing exactly what Bob is talking about. It shows us a zone by zone run times and adjustments they make. Because when I was in that business, I knew when my guys came back from doing wet checks at 2:00 p.m. on a summer afternoon when someone asked, "When are you going to finish because I know you didn't finish today so we want to see that report and have their technician sign it." Because those are blind services to us and the only way we can ensure that they completed the job is ask a lot of questions and have them sign off on it. The L&O Reports are always signed by a licensed technician and there is a service calendar showing which days they are going to be here and what they are going to do. Those are the only things that we ask of them. We ask for it by the 5th of every month. It's kept in your file like everything else is. We keep good contemporaneous records including all of those reports that get signed off on.

Mr. Hornbeck: Are you familiar with Jerry Upcavage the president of Independent Tree Service?

Mr. Yahn: No.

Mr. Hornbeck: He's a certified arborist with 35 years' experience. He drove through the community with me the other day. He's a good friend of mine. He could've said, "You definitely need an arborist on the contract," but instead said, "No, you don't need an arborist right now. You don't have trees that are old enough, but if you want to hire me, sure go ahead and hire me. I can charge you thousands of dollars, but there's no sense in that because right now your landscape company is doing a fine job of pruning up the trees 8 to 10 feet like they are supposed to." They pay their guys $8, $9, $10 an hour while he pays his guys $17 an hour. The point is, I don't think we need a tree arborist; however, I think we need a plan for overall landscaping because our most valuable asset is our landscaping. The previous Boards and companies have done a terrible job with our landscaping without some kind of a reasonable plan. Would you agree to do the $2,850 fee under a separate contract?

Mr. Yahn: Yes, of course.

Mr. Hornbeck: Once we put that into an RFP and see what comes back from vendors, we could decide to hire you on a monthly basis to manage that.

Mr. Yahn: It's your call. That's why it was all al carte. I will do any part you want. If you want to administer the RFP by yourself and negotiate that's fine and if you never hear from us, if you just want some casual advice, that's fine and if you decide that you would like to hire us, we can always talk about that. There are absolutely no strings attached. I would like to make just one comment. Those trees are just about of age, about 10 to 12-inch caliber. They are lifted, but you will see dead wood and twigging starting to develop in the dense canopy. If you look at the ASA guidelines for canopy thinning, it calls for class pruning the size of the branch. Canopy thinning is two-thirds the way up in the canopy. You don't want to lion tale things, but letting wind pass through trees is the difference in those trees still standing upright after a tropical storm or leaning over at 45 degrees.

Mr. Hornbeck: I agree and that's exactly what he said.

Mr. Yahn: So I'm just a believer in thinning trees at an early stage. You have to look up in the tree to see that, but if there are structural problems, you should correct them now instead of having them overlap. So, I think those trees are just at the cusp of needing it., but

you have that option. Like in the sections I talked about, you should thin them over a three-year period. You should do the first section now, then the next section and the final section so it's never a big expense for you. If you start now, you can do it, but if you wait three years, you have to do them all at the same time.

Mr. Hornbeck: What about the trees that are 2 to 3 feet away from the wall?

Mr. Yahn: How was the wall built? Is the root system going to bother it?

Mr. Hornbeck: There was some discussion or some indication that there are panels.

Mr. Robert Fox: They may be nailed shut.

Mr. Hornbeck: What Jerry said was that if they are panels, the panels can be lifted high enough or out and a portion of the roots could be cut back. That would possibly mitigate the need to completely remove the tree.

Mr. Robert Fox: Do you by any chance know, Tonja?

Ms. Stewart: I am not a tree expert, but I think they are panels.

Mr. Linard: They look like panels.

Mr. Hornbeck: It depends if there's a footing underneath them or not, which we can find out, but if they are panels, they could potentially be lifted. He said that those trees need to be removed because they are so close to the wall, but when they are doing that, they should look at the trees next to them and see what trimming might be necessary inside of the tree because it would all be part of the same contract.

Mr. Yahn: And possibly root burn, depending on where they are. Like I said, if there are a ton of roots going in that direction, you are fighting a losing battle, but if you just have a couple service roots, you may be able root burn and not hurt the tree a bit.

Mr. Hornbeck: Right. That's essentially what he said. You can remove up to 20% to 25% of oak trees roots without problems.

Mr. Robert Fox: Guys, what do you think?

Mr. Hornbeck: Before we can go forward with an RFP, we need to see if it makes sense.

Mr. Bobby Fox: You are very good at this and some other folks on the Board are good at this, but I think we need someone like Mark. I'm not sure about the ongoing management.

Mr. Hornbeck: Are you talking about going with the $5,000?

Mr. Bobby Fox: I was happy with the $3,000, but I'm not opposed to paying $6,000. This is a one-time thing, right?

Mr. Yahn: Yes, we will put together a schedule and you have to agree to a list of contractors, if you have people that you want included. That's the first order of business, which is to list the bidders and then we put out a schedule. Then we begin working on the scope because you have to approve the scope and the maps, you would give me a list of contracts and the launch date. You would normally want to give them three weeks before bidding. We only need a day-and-a-half to review the results and send them out to you. If we see numbers out of the norm, it's pretty obvious that something is too low. Once you digest them, pick a couple and let them come in.

Mr. Bobby Fox: Just because we are developing the RFP, we can wait to use it in August or November. We are not talking about doing something in 60 days, right? Are we changing the scope of our current contract?

Mr. Price: We are month-to-month with Cardinal Landscaping. How fast could you turn this around?

Mr. Yahn: Pretty quickly. I have a vacation coming up, but you can take your time to decide. Once you do, I can have a drafted scope back to you by the first week of February. I talked with Tonja about the map. Having her make it is not only easier, but there are more professionals working on it. The fee summaries are somewhat easy. I can tell you what I can do and you can tell me what your schedule is, but you are in a great time of year. The last thing you want to do is launch this out in May or June.

Mr. Bobby Fox: I'm more worried about the budget because it is set right now. Even if we change it in 60 days, we still have to budget for it.

Mr. Yahn: Nothing says you have to award it, though. You can put it out to bid and get the results and say, "Based on current budgeting restrictions, we are going to withhold an award for a certain amount of time." The only problem is if you wait too long, the talents of the contractor you selected could change and staffing could change. The anniversary date

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in the contract could be from September 1st on through about April 1st. You have to be realistic.

Mr. Hornbeck: Does the scope of the work include specifications on watering like plants that need drip, bubblers, rotors, etc.?

Mr. Yahn: The operation of all of those systems will be covered and a lot of the specific direction comes once we get here and we apply that to your job. If we go through all of this and you decide to manage it yourselves, we could still help you with the new contractor to point you in the right direction.

Mr. Bobby Fox: Knowing our budget, could you say, "I'm going to write your scope because I know how much it costs to fit a budget?"

Mr. Linard: I don't want that.

Mr. Bobby Fox: We may not have a choice.

Mr. Linard: I don't want him to write a scope that he knows we need. If it doesn't fit our budget, then we can't do it.

Mr. Bobby Fox: For next year, but this year we have the money.

Mr. Linard: You are correct. I don't want him to write down a scope. I want him to write the best scope he can write for the future.

Mr. Hornbeck: He's the expert, but we say where the funds are coming from because it's our budget obviously, but if comes up with a scope of work and says, "Here are the things that you absolutely need to do right now," that has nothing to do with the RFP. There are two different things he would do. He would write the scope of work that goes into an RFP and actually write the RFP.

Mr. Bobby Fox: Doesn't the $6,000 include you writing the RFP?

Mr. Yahn: For the RFP, we write the scope of work, the mapping, fee schedules and invitation letter.

Mr. Hornbeck: For $2,850.

Mr. Linard: That's to write the RFP.

Mr. Bobby Fox: I don't disagree that we need to have everything included. I'm just saying, we also need to look at our budget this year.

Mr. Linard: We have to.

Mr. Bobby Fox: So we will have this great RFP that we send it out to bid.

Mr. Linard: He can write the RFP that he thinks we need and then he can tell us what he thinks it's going to cost us.

Mr. Bobby Fox: If the vendor bids $300,000, we will never be able to afford it. My point is, we are not Disney. We can clearly see that, so if we have a $150,000 budget and our RFP comes back at $200,000 to $300,000, what are we going to do?

Mr. Hornbeck: Right, I don't disagree with that. The problem is that we really don't know exactly what we have out there, what we should have, what should be watered, when or how much.

Mr. Linard: Are we paying for something right now that we really don't need? That's what we don't know.

Mr. Bobby Fox: I think we are all saying the same things, just in a different way. I don't disagree with what you are saying.

Mr. Linard: I definitely think we need the scope and the maps, but we need to be able to know exactly what we are talking about.

Mr. Hornbeck: And where we go from here.

Mr. Linard: If it's too expensive then we need to figure out a way to do it cheaper.

Mr. Hornbeck: Right.

Mr. Yahn: As far as your budget, if you measure the landscaping, count everything in linear foot, put a number to it and then put it out to the market, they are going to tell you what it's worth. If you have the right people, it's still a very competitive market, but most of your budget information comes from what is here.

Mr. Linard: I don't care.

Mr. Yahn: The problem is that a lot of people get numbers and don't believe them, so this will tell you what it should cost because you already have so many square feet of turf, square footage of beds and if you get the right people that know how to measure and take production and labor rates, bingo, that's it.

Mr. Bobby Fox: But what it should cost and what we can pay are two very different things.

Mr. Yahn: I know, but you might be surprised. I had a lot of jobs with BrightView and if BrightView was here, I would look at your contract closely to see if it was within market value. It may be because what we are going to write isn't an exorbitant spec. It's just frequencies that are known to be correct to maintain Florida landscaping.

Mr. Robert Fox: Vendors can say that they are this and that just like BrightView was going to be the best thing since ice cream when they were horrible, so can we agree that until we look at what the contractors come in with, we are not going to know anything because right now it's all guess work? We won't know until we see the proposals.

Mr. Yahn: The true test is to bring the contractors in here and have them tell you about it.

Mr. Robert Fox: That's what I'm talking about.

Mr. Yahn: So they tell you what they are going to do, but then someone on your Board, whether it's your manager or me or someone else should enforce them because those specifications aren't worth the paper they are written on if someone doesn't enforce them.

Mr. Robert Fox: Precisely.

Mr. Hornbeck: I totally agree. If we said to you right now, "Okay, we want to do the full scope of work for $2,850," I don't think we would need that. Because I think we collectively know enough and GMS knows; however, I could see where even before we get any response from the RFP, we would actually hire you at $2,150 a month to manage it. Again, the issue is that although we may collectively know enough about plants, we don't know enough to make it look decent. Secondly, we don't know enough about how to save what we have or what we are going to put in based upon your scope of work. I think we have hundreds of thousands of dollars' worth of value in our landscaping and we can't wind up in the same situation where we had to literally replace almost every blade of grass. We cannot wind up in that situation again and have dead plants.

Mr. Robert Fox: Let me clarify that. He's not just pulling out dead plants. He's also adding plants to some of the cul-de-sacs that don't have any plants.

Mr. Hornbeck: I understand that.

Mr. Robert Fox: So it's $2,800 to fix the center median that looks terrible and to fix the cul-de-sacs. It's not $4,000 to pull plants.

Mr. Hornbeck: It has nothing to do with the money. It has to do with the fact that there are dead plants and maybe if we had an expert, we wouldn't have had to pull dead plants.

Mr. Robert Fox: We had BrightView and they killed the plants.

Mr. Yahn: Bob, I agree with what you just said. I know the Board is short on time here so I have one last thing to say about the RFP and then I will move on. Every RFP we have done with GMS is run by GMS, but I think what's made a big difference and I hope they agree, is having a 10-minute meeting with the contractors where the District Manager would explain the scope of work. That's the difference in letting people know right upfront what you expect, reiterating what you expect, and Bob, to your point on who is going to hold them accountable, that makes the difference. Otherwise, everyone who would like to service this account in the Tampa Bay area would come, but who's going to come in and be truthful. Maybe the difference is they know they can't fool us because we are here to represent you. How you go about it and if you have the talent on your Board to take those steps, someone has to take that scope and explain it to them so they know what we are looking for. The important thing is that we are going to be out here inspecting and they will know you mean business and if you can't do that, having us do it would be a good idea. If you can fulfill that role with them administering the RFP, then fine, but that's the difference.

Mr. Bobby Fox: So to wrap this up, I feel like we are all in agreement that the $3,000 is probably a good investment. If we agree to do that, in two weeks could we say, "You know what? We have the RFP, could we also pay you another $3,000 to manage the RFP process?"

Mr. Yahn: I think it's a good idea for you to look at some of our work first. Let us write the scope and get it to you with the fee summaries so you can look at it. Maybe you are happy with it or you see it and want to move on, it doesn't matter. That's fine. I would

rather you do it that way and be comfortable with your decisions, but if we stop there, that's fine. A lot of customers have done that. Just do what you feel comfortable with.

Mr. Hornbeck: Maybe when we see his scope of work, we can look at it and decide not to do anything until September. In other words, we would continue the contract with Cardinal Landscaping the way it is right now so there would be no budget issues and in July or August, we look at it in further detail. Over that period of time, we are writing the RFP so we know exactly what we want to do and then we go forward into the new budget year with a new contract.

Mr. Bobby Fox: I agree.

> On MOTION by Mr. Robert Fox seconded by Mr. Hornbeck with all in favor the proposal from SunScape Consulting, Inc. to prepare a Request for Proposals for landscaping services, including the scope of work, service area mapping and fee schedules in the amount of $2,850 was approved.

Mr. Hornbeck: When is your schedule on getting this to us?

Mr. Yahn: I will respond back to Alan within the next couple of days and give you a date of when we will have the scope and everything else for you.

Mr. Hornbeck: So are you looking at a month?

Mr. Robert Fox: I think that's an excellent idea.

Mr. Hornbeck: It's an excellent idea. Cardinal Landscaping is on a month-to-month basis right now and they want us to agree to a contract through September.

Mr. Yahn: They seemed like respectful guys.

Mr. Hornbeck: I would also ask that you work with a Board member. As you are doing this, I would like to be involved in seeing exactly what you are doing as you look at it, so it doesn't cost any more money and we know exactly what you are doing so somebody on the Board understands.

Mr. Yahn: Thanks so much. I'm sorry for taking so much of your time.

Mr. Mossing: Do you have a standard form agreement?

Mr. Yahn: I have a short form contract for just preparing the RFP because normally it's a full-service agreement. I will work with Alan to get something to you shortly.

Mr. Hornbeck: Thank you, Mark.

Mr. Yahn left the meeting.

B. Discussion of RFP Draft Document

Mr. Mossing: Based upon the actions of the Board, I don't think we need to address this item.

SEVENTH ORDER OF BUSINESS Consideration of Contracts for CDD Staff Members

A. Community Director
B. Amenity Director

Mr. Mossing: We handed out for each of the Board members various documents that have been prepared, including a draft Employment Agreement, along with a job description, compensation and benefits for the Community Manager and Amenity Clubhouse Manager. We recommend that the Board review those documents and continue this meeting until January 28th.

Mr. Robert Fox: We haven't scheduled it, but yes.

Mr. Mossing: Okay so we will continue this meeting at the end rather than adjourn it.

Mr. Bobby Fox: Who created them?

Mr. Mossing: The Chairman worked with our office to draft them.

Mr. Robert Fox: If we extend this to January 28th and the final decision is made, Vesta as of January 31st is terminated, but if we hire someone through GMS or through the CDD Board, is there a requirement for drug tests and background checks?

Mr. Mossing: We can bring some recommendations to that meeting.

Mr. Robert Fox: The problem is we don't have anyone for two days.

Mr. Bobby Fox: I thought we were going to do it tonight.

Mr. Mossing: I think those individual items can be dealt with as a Board.

Mr. Robert Fox: In other words, the Board can say it's not necessary.

Mr. Mossing: Yes, if you think that's an important part.

Mr. Robert Fox: My concern is I know that John is fine, but are we legal?

Mr. Mossing: Is it a requirement for employment? No, it's not. It's at the Board's discretion.

Mr. Hornbeck: That would be a Board decision.

Mr. Friscia: I agree.

Mr. Robert Fox: Do you agree with the Board's decision?

Mr. Friscia: Yes.

Mr. Bobby Fox: We are talking about staff being a District employee, not a GMS employee.

Mr. Mossing: Correct, that is what these documents anticipate, which is a District employee for contract services.

Mr. Robert Fox: What is the cost to administer this?

Mr. Mossing: I think we had a budget that we provided awhile back, like $600 a year for just processing payroll.

Mr. Price: So then who provides HR functions?

Mr. Linard: We have to, the Board does.

Mr. Hornbeck: In what way?

Mr. Bobby Fox: Hiring, firing and providing discipline. If they are a District employee that means the Board has to do those things.

Mr. Hornbeck: Right, but we have District Counsel to make sure that we are following whatever legal steps we need to take and we also have the management company.

Mr. Mossing: Chapter 190 actually defines those responsibilities to the District Manager.

Mr. Linard: What happens if they get hurt on the job?

Mr. Mossing: We have workers compensation. We will get the insurance for any employer liability.

Mr. Bobby Fox: You said it defers those jobs to the District Manager.

Mr. Mossing: Under the Statute it says firing employees falls to the District Manager. We would not take any action that was not brought before the Board for disciplinary actions. That is one of the advantages or disadvantages depending on your perspective that all personnel matters are addressed at public meetings such as compensation.

Mr. Bobby Fox: Did you prepare this sheet?

Mr. Mossing: We worked with the Chairman.

Mr. Robert Fox: What is your concern?

Mr. Bobby Fox: My concern is that every Board member is now the Supervisor of the Community Manager.

Mr. Friscia: I think management acts as your agent to fill those capacities and aspects.

Mr. Price: So if we had a problem with them, like they are sleeping on the job, we come to the next meeting and say that we want to fire him and we would give you direction that we want to fire the property/director manager and you will fire them?

Mr. Mossing: That is correct.

Mr. Price: Was I the only one that left last week thinking that they were going to be GMS employees?

Mr. Robert Fox: I think there were questions.

Mr. Linard: I thought that was one possibility.

Mr. Bobby Fox: Yes.

Mr. Price: I was under the impression that we would direct staff.

Mr. Linard: We would direct them, but the process still goes through them.

Mr. Bobby Fox: That's right. Everything goes through them.

Mr. Hornbeck: All direction comes through here.

Mr. Friscia: HR decisions are going to go through GMS. If the Board says to fire them, they can have GMS fire them.

Mr. Hornbeck: Or hire them.

Mr. Friscia: That's correct.

Mr. Hornbeck: Is your concern having multiple losses?

Mr. Bobby Fox: No, there are things like insurance. If we have employees, now we are responsible for those employees. When they were District employees, they were responsible for them or Vesta was.

Mr. Price: According to the Statutes, they assume all of those responsibilities.

Mr. Bobby Fox: Do you assume the management or the liability?

Mr. Mossing: I don't know that I ever escaped liability as the District Manager, but your line of questioning is right. If they are a District employee, the District takes on that liability.

Mr. Bobby Fox: So we need all of those assurances.

Mr. Mossing: Yes.

Mr. Hornbeck: They've done that before.

Mr. Mossing: We will make sure those are in place.

Mr. Bobby Fox: Where are you doing that currently? I want to talk to them.

Mr. Mossing: Almost all of our CDDs are insured through Egis.

Mr. Bobby Fox: No, I mean what other communities have the CDD employ their staff?

Mr. Mossing: Not very many. Dunes CDD in Jacksonville has direct CDD employees. Most of them contract out their employees.

Mr. Friscia: Why get into an employee leasing situation where you are going to hire or designate who it's going to be. I think it might be best if they are GMS employees.

Mr. Bobby Fox: I'm not saying that I'm opposed either way because we have two weeks to make a decision. I left the last meeting with a different impression. The first thing that I heard is that they are CDD employees, which caught me off guard, so I can live with that. It is what it is, but I was under a different impression. No worries.

Mr. Hornbeck: I see what you are saying and understand the concern, but I personally don't see this as a problem.

Mr. Bobby Fox: Okay. Are there any costs involved with this outside of salaries and things like that?

Mr. Mossing: For our cost to the District?

Mr. Bobby Fox: No, give us a cost.

Mr. Mossing: You have all of your taxes, insurance and things of that nature, but until the structure is in place and compensation is set, we can't give you a cost. Social Security and Medicare taxes are going to be based upon salary levels. Workers compensation is based upon salary level and responsibility.

Mr. Friscia: Like employer liability, is there insurance in place to cover the District for employer liability?

Mr. Mossing: There will be.

Mr. Bobby Fox: If we are not going to meet until the 28th, then we have two days to figure it out.

Mr. Bobby Fox: Why do we not know this tonight? We have a special meeting specifically to discuss this so it doesn't make sense.

Mr. Price: Do we have all of the taxes and everything laid out for a salary of $40,000?

Mr. Mossing: Yes.

Mr. Linard: Is everyone comfortable with the salaries you see here?

Mr. Hornbeck: Well these are ranges, right?

Mr. Linard: One is non-exempt and one is exempt.

Mr. Bobby Fox: No, you are right. It should be hourly to hourly or salary to salary. I see what you are saying. What it was before, you should break out hourly or annually with a range of $32,000 to $40,000. One or the other.

Mr. Linard: $15.75 an hour is basically $32,000.

Mr. Bobby Fox: Right.

Mr. Mossing: We can put together the ranges. The health benefits and vacation will factor into the cost.

Mr. Hornbeck: When could you email that to us?

Mr. Mossing: This week. We will do the low end of the scale and the high end.

Mr. Hornbeck: So we will have everything we need to make the final decision on January 28th.

Mr. Mossing: You have the cost.

Mr. Bobby Fox: If someone slips on the floor or gets hit by lighting what are you liable for?

Mr. Mossing: We are going to have to get quotes for the workers compensation and make sure that we have the employer liability insurance in place.

Mr. Hornbeck: Right. We want to make sure that we are not only covered, but that the employee is taken care of.

Mr. Bobby Fox: Are we talking about this now or waiting until January 28th? Originally, we had talked about if we are going to have a Property Manager, but we now have to add or consider adding Mark or is he just going to fall underneath the Field Manager? Is a Property Manager going to deal with Mark if we hire him monthly? Also, is the Field Manager subordinate to the Property Manager or is this Field Manager subordinate to the District? In other words, can the Property Manager go out and direct the Field Manager or is the Property Manager?

Mr. Hornbeck: Well there's direct and indirect. Alan is the Field Manager and reports directly to his boss at GMS.

Mr. Robert Fox: Including Mark in that would make a lot of sense because Bob would be involved, but I am also going to have to be involved.

Mr. Linard: The way I look at it is any project that is going on outside of this community, he is going to be involved in.

Mr. Bobby Fox: 100%. I'm just saying that we need to get this right the first time. It needs to reflect what the scope of work is because if you decide you didn't want to do it anymore what is the next person going to do?

Mr. Linard: If I were in his position, there is no way that I can work 40 hours a week and that is what we are going to be asking him to do.

Mr. Bobby Fox: He probably already does.

Mr. Linard: He does, but I couldn't work 40 hours a week. Bob, could you? I'd have no interest. He has a lot of interest. My question is if he decides a week from now that he wants to quit, then we have a position and have to fill it. That is my concern.

Mr. Hornbeck: Well, we do it like anybody else does by going out for a new Property Manager.

Mr. Robert Fox: Getting back to salaries, I think that $40,000 a year is the basic salary, but in John's case and in my case, we pay for our own medical insurance, so I propose $42,000 annually, rather than $40,000 to help offset some of his expenses and my expenses.

Mr. Bobby Fox: Yes, let's take the $125,000 out and roll that up into salary because the last thing you guys want to deal with is expense payments and giving $725 a month to pay for benefits because that's going to be taxed, so why not just roll it up to $2,000 or $2,500 or whatever and make it a minimum of $42,500?

Mr. Linard: I personally would like to see both of them start at $45,000. I think that's reasonable to keep people.

Mr. Robert Fox: I think that's great, but keep in mind we are going to have to have part-timers too.

Mr. Linard: I agree. I personally do not want to give up any part-time positions that are currently in the system. We want to keep them. You may not hire them right away, but they are still going to be there so the Board doesn't have to come back and vote to hire more people. I'd rather keep the two part-timers that we don't need right now.

Mr. Bobby Fox: I'm fine with $45,000 as long as it's budgeted. We are going to take $10,000 out of part-time pool.

Mr. Hornbeck: I disagree. I can't see paying somebody who works for somebody else the same amount that, that person is being paid. I have a problem with that. I don't have a problem paying the Property Manager $45,000 and paying the Amenities Manager $40,000, but I have a problem paying both the same amount. What are we talking about in the way of duties? It has nothing to do with who they are or with what they are being paid or what we think the average is or anything else. It's based on what their duties are. How can the duties of the Amenity Manager be equal in value to the Property Manager? It can't be. The Property Manager is in charge of everything whereas the Amenity Manager isn't in charge.

Mr. Bobby Fox: I agree with you saying that we should pay more than $40,000, so what we need to say is, "Here's how much we have to spend and here's how much this person gets, this person gets and here's how much we pay for a part-time employee."

Mr. Price: I don't think we should make that decision until we get that information.

Mr. Mossing: In order for me to get this information I need to know what the ranges are because it seems like they just changed.

Mr. Price: Not more than what we were paying Vesta per year.

Mr. Bobby Fox: Well it's Vesta plus some of the contracts we no longer need to pay. I think it was $123,000, which included $8,000 for pool maintenance that we are going to continue for 90 days.

Mr. Linard: Until they make a decision, we may keep them.

Mr. Bobby Fox: That's what I'm saying.

Mr. Linard: It's a lot bigger job than you think.

Mr. Bobby Fox: I did it for many years.

Mr. Linard: That's a 100,000-gallon pool out there, which is a lot of responsibility.

Mr. Bobby Fox: I did Lexington Oaks and it's way bigger than that so I get it.

Mr. Hornbeck: That's a separate issue from what we are talking about. When you say part-time staff, are you talking about two people?

Mr. Bobby Fox: I have no idea.

Mr. Robert Fox: What I'm looking at now is that we are going to have a part-timer for weekends and a part-timer as a janitor. The janitor will work two hours a day from 8:00 p.m. to 10:00 p.m. five days a week.

Mr. Linard: Okay.

Mr. Robert Fox: The part-timers will work on Saturday and Sunday and then we will fill in staff accordingly.

Mr. Hornbeck: Correct, I would like to see exactly how many people we are talking about. If we are talking about three that's fine, but if we are talking about more than three, I would like to see what we are talking about in the way of money in relationship to that.

Mr. Most: We are talking about part-timers only for weekends. Does this include your expanded hours as well?

Mr. Robert Fox: Yes. The expanded hours will happen in two months. Then we would have to find out how much money we have to spend.

Mr. Bobby Fox: We have to have part-time staff in the evenings during the summertime.

Mr. Hornbeck: We have to staff it. We have to change the way it's currently staffed because summer is coming.

Mr. Bobby Fox: Yes. We need someone here when the pool is open and that could be part-time staff, but it goes back to our budget and our hours so let's form the hours to fit the budget or for the budget to fit the hours.

Mr. Hornbeck: And where all of that fits into the Organizational Chart.

Mr. Bobby Fox: Right, plus the cost of being an employer.

Mr. Robert Fox: When you talk about the normal Monday through Friday, we don't need to have a pool monitor because we will be staffed so that's going to eliminate that.

Mr. Hornbeck: Right.

Mr. Robert Fox: If we are open until 8:00 p.m. there has to be a person that would not only be a pool monitor, but maybe work inside because when the pool is open the clubhouse is going to be open.

Mr. Hornbeck: When I looked at today's Check Register, we paid the equivalent of $146,000 to Vesta this last month. I realize that includes some expenses.

Mr. Bobby Fox: Right. There are other things, but there are things we can do without paying people to do it with staff, but we need to know what the cost is. Maybe $140,000 is the number.

Mr. Hornbeck: That's the primary purpose of doing this.

Mr. Linard: The other thing is to look at the amount of money we saved this year on the equipment. It was $12,000 to $13,000, which was covered by insurance revenue. There are a lot of saving possibilities.

Mr. Hornbeck: That's why I don't get concerned over a few thousand dollars. There are ways to make that up.

Mr. Most: I don't mean to interject, but at one point do I get to discuss what you are talking about? I have no idea what numbers you are looking at, what ranges you are talking about and if I'm involved in this, I don't want you to wait until you have two days left to say, "John, how does this sound?" when I can already tell you that I'm taking a hit. If I made $41,000 plus insurance this year and you are offering $40,000 and $166 a month based on $2,000 to cover the insurance over this next year, I'm taking a hit and at what point do you wish to express that generosity to me? Would that be now or are you going to wait two days before you have someone to open up that office? Does that make sense?

Mr. Bobby Fox: It makes sense and we tried to take that 100% into consideration, but it would've been nice if Vesta would let us know these things as well.

Mr. Most: Well they didn't. Where we are right now is you guys had a workshop to discuss a scope of responsibilities and new management. You also had a workshop to discuss ranges, how you are going to facilitate them to a management company via health insurance, payroll and who you are using to pay those salaries?

Mr. Bobby Fox: Tell us what you need. What do you want?

Mr. Most: Rick is better on the math, but with $45,000, are you talking about benefits? I haven't seen your Organizational Chart yet so nobody has told me who I work for. If you are telling me that I work for Bob Fox now, that's fine and if Bob and I have equal responsibility, equal pay is fine, but paying more because somebody has a different title, I don't get that.

Mr. Hornbeck: I didn't talk about titles. I said scope of work.

Mr. Bobby Fox: You are saying that you would be comfortable with $45,000. Is that correct?

Mr. Most: Yes.

Mr. Bobby Fox: Okay. That's fine. We will see if we can make it work.

Mr. Hornbeck: I don't have a problem with that, but it looks to me like he's making $43,000 right now.

Mr. Bobby Fox: That's the problem with Vesta telling us the lump sum and not being clear.

Mr. Most: Yes, they had it in there as a management fee.

Mr. Bobby Fox: We've asked them and they won't say.

Mr. Most: And I don't expect them to, but as I said, I pay $70 a month for health insurance. Right now, what Bob and I have looked at over the last week is for me to go on Medicare. By the way, there was a misunderstanding. I don't take social security, so let's be real clear about that. This is my only gig. Secondly, I would like to state that the numbers that Bob helped me attain was for my own medical insurance because we talked about GMS getting a payroll company to provide health insurance for me. Jason was going to get back to us. He was "on it," but I don't know what the results are. I do know that it will cost me $135 to pay my Medicare Part B out of pocket, plus $206 minimum for supplements. Now you are now offering $166 a month.

Mr. Bobby Fox: We don't know until we know.

Mr. Most: So I'm taking a bigger hit. I just don't want to go too far back because it sounds like we are reducing our staff, which is fine. I know that we are not going to have a manager, which is also fine. I don't know that the two hours a week that John or whoever is being considered around here is going to leave me more responsibility. I have no problem if I have to pick up slack at the pool. Whatever I provided for you over the last year, I hoped I have lived up to your expectations in doing so. I was hoping for a raise at the end of my first year. A lot of the conversation over the first year was, "John, we are going to get you what you deserve." Okay, now we are here. What I don't want to see is us taking too big of a hit. I've already taken a hit, just from the brief conversation I've been enlightened with in the last few minutes.

Mr. Hornbeck: First of all, I don't think you were here, but it was said that you have a non-compete clause.

Mr. Most: That is correct.

Mr. Hornbeck: Do we have verification of that?

Mr. Most: I already spoke to Roy Deary and he said that anything I want to do he wouldn't stand in the way.

Mr. Bobby Fox: That's not a non-compete,

Mr. Hornbeck: I would like to see that in writing.

Mr. Most: I never signed a contract. The way this happened was I was hired by Vesta to develop new business for Central and South Florida.

Mr. Hornbeck: I got it. I'll accept that without anything from Vesta. Beyond that, this has nothing to do with you. It has to do with you because you think it has to do with you. What it has to do with is the position. I want to know what this person is going to be doing that qualifies them receiving $35,000 or $40,000 or $50,000 or $70,000. That's all I'm asking.

Mr. Most: Okay.

Mr. Hornbeck: You are saying, "Well you are eliminating this and eliminating that and now we are going to have to do more," but I don't know what that is. All I'm asking for is the scope of work that the person in this position is going to be doing so that I can look at it and say, "I don't think that's worth $43,000 a year and maybe we need to find somebody other than John Most." That's all I'm asking.

Mr. Bobby Fox: I wanted to do that tonight.

Mr. Most: I do have a concern. Obviously.

Mr. Hornbeck: Have you seen this handout?

Mr. Most: I haven't seen anything.

Mr. Hornbeck: Maybe if you look at this, you will say, "Oh I'm not going to accept $43,000 for this" so what are we hassling about then? It's not your job anyhow because you won't even do all of these things and if you haven't seen this and haven't agreed to it, then why should I sit here and say, "Oh yeah, I agree with this at $43,000, $44,000 or $45,000?"

Mr. Most: That was my question. At what point will I be privy to things that will help us in this conversation? Because I just saw five people receive handouts and I'm sitting here and hoping that on January 2nd, you had a workshop and established this. I've been patiently waiting for a couple of weeks.

Mr. Hornbeck: We just received this tonight so let me turn to the management company and say, "Hand this to Mr. Most during the week and talk to Mr. Most and see if he will accept this as the duties of that position" and then we will discuss what we are going to offer.

Mr. Most: I don't mean to speak out of turn, but I do think that we can cut to the chase a lot quicker if we have an open discussion here because it may be fruitless.

Mr. Hornbeck: You might look at that and might want to add some things. You might want to change it in some way.

Mr. Most: First of all, this is my first indication of the line of responsibility from an Organizational Chart.

Mr. Linard: There has never been a job description for that position.

Mr. Hornbeck: Right. There hasn't been. Bob created that.

Mr. Linard: I know. That's what I'm saying. This is the first time I have seen a job description. I'm not familiar with this type of position, but I had Jason come up with a salary range across the board and it ranged from $40,000 to $90,000.

Mr. Robert Fox: It's actually $40,000 to $65,000.

Mr. Hornbeck: Was that what it was? He had $40,000 to $90,000 in the email he sent me.

Mr. Bobby Fox: Some people may make that much if they have been there for a long time because they get raises every year. I heard it's $50,000 to $70,000, but I'm sure it varies depending on who you manage.

Mr. Robert Fox: So we have to postpone this until January 28th.

Mr. Most: That doesn't give you that much time.

Mr. Linard: I agree.

Mr. Most: We don't know who is going to pay either Bob or the person that fills this position. Right? You haven't come up with a payroll plan.

Mr. Linard: Based on what Bob said, if we gave the Amenities Manager $45,000, then he needs $46,000 or $47,000 or something above it. Right?

Mr. Hornbeck: I would think so. I would assume the duties that he is doing are more important.

Mr. Bobby Fox: So let me throw this out. Maybe this year we work with what we have budget-wise and then we have a range of salaries that we can talk about next year, but we have to make this fit and do it in two days; the 29th and 30th. So however, we could make it work and everyone is happy and they can do the job and are happy with the pay for the job, we still have to work within what we can spend. Who is going to determine what that is?

Mr. Hornbeck: That's why we asked the management company to provide those costs.

Mr. Bobby Fox: Doesn't our cost depend on what we can pay?

Mr. Hornbeck: Of course. So, let us assume that we are going to pay the Amenity Manager $45,000 and the Community Manager $47,000, based on those numbers, what are we looking at in the way of the total budget?

Mr. Mossing: Just those numbers, no ranges.

Mr. Robert Fox: We have $108,500 to work with right now, excluding the pool.

Mr. Bobby Fox: It was bigger than that.

Mr. Linard: Does anyone know what social security is?

Mr. Mossing: It's 7.65%.

Mr. Linard: $45,000 would go to $50,306, if you pay him two weeks' vacation, which is on this payroll sheet, with no increase in benefits and social security.

Mr. Most: I don't have that.

Mr. Bobby Fox: It's just a range.

Mr. Linard: Benefits are another $5,000, so if you go to $48,000, that's going to make it $53,000 or $98,000 for the two positions. That's roughly what it is.

Mr. Bobby Fox: Does Vesta give you health insurance?

Mr. Most: Yes for $70 a month.

Mr. Robert Fox: We are going to have to have part-timers because I'm not going to work 80 hours a week. If we go by those salaries, it won't happen. It's too much. As far as

John and I are concerned, $43,000 or $44,000 is the maximum amount that we can pay right now and still have the part-timers.

Mr. Linard: I honestly believe you will need part-timers.

Mr. Scheerer: Absolutely.

Mr. Robert Fox: If we go to $45,000 and $47,000, we can eliminate the part-timers.

Mr. Linard: I don't think so.

Mr. Robert Fox: I do.

Mr. Linard: We have plenty of money.

Mr. Mossing: Do we know how many hours the part-timers work?

Mr. Most: You have 900 hours allocated and I used a lot less this year. That's how you received a $3,400 rebate based on my schedule.

Mr. Linard: That's $2,300 a month.

Mr. Most: Based on what I told Bob what I felt we needed, not with expanded hours, but as we are doing business today, its 860 hours. I was allocated 900 hours last year.

Mr. Hornbeck: So 860 hours for the year?

Mr. Most: Yes in part-time hours.

Mr. Hornbeck: At how much?

Mr. Most: $9.25 an hour plus whatever your social security package includes. However, now you are talking about increasing the hours a couple of hours a day. My hours didn't include the pool monitors.

Mr. Price: The Amenities Manager and the Property Manager wouldn't be working the same hours. Someone should be coming in at 8:00 a.m. and someone should be coming at 10:00 a.m. or something like that so they offset each other.

Mr. Linard: Yes and No.

Mr. Most: Do you plan for a Property Manager to be here at 8:00 a.m. to run the office?

Mr. Price: That's what we have to figure out.

Mr. Hornbeck: That's what we suggested at the workshop.

Mr. Price: One of them has to be here at 8:00 a.m.

Mr. Hornbeck: One of them is going to be here at 8:00 a.m., leave early and then work out some kind of schedule that the other one comes in on alternate days at 8:00 a.m. and leaves early.

Mr. Robert Fox: We have a maintenance person that comes in at 8:00 a.m. and works until 10:00 a.m. On weekends, we open at 10:00 a.m., because that's when the activity starts out there. Whoever is working on the weekends is going to be a part-timer. The part-timer is going to be there at $9.25 an hour from 10:00 a.m. until 6:00 p.m. or 7:00 p.m. or 8:00 p.m. or 9:00 p.m., depending on what the timeframe is as far as the pool being open because we still have to close half-an-hour before dusk, legally. So that being the case, between John's salary and my salary of about $90,000, you will be able to staff the place.

Mr. Bobby Fox: How many hours are we open on the weekends during the summer? Eight?

Mr. Most: We are open from 10:00 a.m. to 6:00 p.m. on Saturday and 1:00 p.m. to 6:00 p.m. on Sunday.

Mr. Bobby Fox: That's 16 hours a week just to be open on the weekends times 52, which is 807 hours. Are you saying that there are 860 part-time hours a year?

Mr. Most: My hours are based on my schedule for the current year and on the hours that we have now. This is all new, but the hours I shared with Bob were last year's hours, where I allocated 900 hours and only used 860. What that means is having a part-timer in here four hours during the week, having eight hours covered on Saturday and five hours on Sunday for a total of 17 hours a week times 52 weeks.

Mr. Hornbeck: That's 884 hours.

Mr. Bobby Fox: The problem is that we are not going to be open half a day on Sunday.

Mr. Linard: None of these hours that you are talking about are for Bingo nights and when the apartments are rented, right?

Mr. Most: No. I'm not talking about extended hours.

Mr. Linard: Just the operation of the building.

Mr. Most: The hours that are posted on the door.

Mr. Robert Fox: I think this is all a moot point at this time until we determine what the cost is going to be to administer the payroll. Right now, we are just spinning our wheels.

Mr. Bobby Fox: We have to know the salaries in order to know what those costs are.

Mr. Robert Fox: That makes sense.

Mr. Most: To interject, the responsibilities sound fine. There are some things in here that are new such as maintaining the pool. In the past, they turned that over to the vendor.

Mr. Robert Fox: We are not in compliance with the pool right now. We are supposed to have chemical checks every day.

Mr. Most: I understand where you are going with this and I can do it. It's common for these pool companies to sign the chemical log at home every day. They are here three days a week, but if you look at our log, there are initials for every single day of the year.

Mr. Greenwood: As a management company, they should be making sure the pool person comes into your office, signs that log and then signs out.

Mr. Most: Suncoast Pools is only here three days a week. I think they do a very good job. I have dealt with a lot of pool companies and Suncoast Pools, in my opinion is the best. We had them for five days over the peak time and reduced it back to three days in October. Unfortunately, they are not here every day and the Health Department requires a daily check. Now I can check it daily and sign off on it. That's no problem and what is in here I can do that.

Mr. Robert Fox: You are a Certified Pool Operator so that's good.

Mr. Most: But that is not what is happening.

Mr. Hornbeck: So what do we need to do? What decision, if necessary, do we need to make tonight that can't be made at the workshop?

Mr. Bobby Fox: We can make suggested salaries and then run numbers to see if we can afford to do it and then adjust it on January 28th, but then the people are going to have to decide in two days if they are going to be working here on February 1st.

Mr. Most: Bobby, if you are talking about me, I am comfortable with everything. I like it here and I want to make it work. So, you don't have to be concerned.

Mr. Bobby Fox: Don't say that yet.

Mr. Most: I mean within reason, but I want you to see my perspective.

Mr. Hornbeck: Are you comfortable with 860 part-time hours at $9.25 an hour?

Mr. Robert Fox: I would say 900 hours to round it off.

Mr. Most: Because they do things like the Spring Fling.

Mr. Robert Fox: Once we come to the final numbers to find out how much money we have to play with, then we can go accordingly because we are going to have special events, occasionally, which will involve part-time employees. It's not going to be etched in stone, but on a weekly basis we will know exactly what it is.

Mr. Hornbeck: Okay. I don't know what the exact numbers for the Community Property Manager are either because I don't know what insurance is going to be necessary so I would like to have GMS figure out all of these numbers, based on $45,000 for both positions and 900 part-time hours. If it has to go up or down a little, it's no big deal.

Mr. Robert Fox: I want 936 hours.

Mr. Bobby Fox: It should be 1,000 part-time hours.

Mr. Hornbeck: Do 1,000 hours at $9.25 per hour and include benefits and everything else in the numbers so we know exactly what you are talking about.

Mr. Most: There are only benefits for two.

Mr. Robert Fox: It's $7,200 for maintenance.

Mr. Linard: We still have to pay social security so you have to add that in.

Mr. Hornbeck: Maintenance is part-time, right?

Mr. Linard: That makes it almost $10 an hour.

Mr. Bobby Fox: We are currently paying $8,000 for someone to come and clean so now that line item goes away.

Mr. Robert Fox: That goes away. So, $7,200 will be maintenance.

Mr. Hornbeck: I'm still confused about all of that.

Mr. Linard: You have one full-time employee and two part-time employees. I'm saying that the employees that are currently here that we are not going to keep, work 20 hours a week.

Mr. Hornbeck: That's irrelevant.

Mr. Bobby Fox: The number of bodies doesn't matter. Let's worry about hours.

Mr. Hornbeck: I don't care about what's here right now. I care about what we are all doing going forward. Alright, so we have two full-time employees making $45,000 and three part-time employees. It doesn't make any difference how many. It could be 10 guys, but it's by hour and we are going to pay $9.25 an hour, but are there additional costs?

Mr. Linard: Social security. That's it.

Mr. Robert Fox: Then you are going to have a janitor, which is $7,200 annually.

Mr. Hornbeck: So that is in addition to the 1,000 hours.

Mr. Robert Fox: Yes.

Mr. Most: But you are pulling $50,000 from the other janitor.

Mr. Hornbeck: I don't care.

Mr. Bobby Fox: Hold on. Why are we going to have a janitor when we have a part-time employee?

Mr. Robert Fox: So you can have 720 hours.

Mr. Hornbeck: But he's part-time anyhow, right?

Mr. Robert Fox: That's how much it's going to cost to have a janitor five-days a week for two hours a day

Mr. Bobby Fox: So now we are at 720 hours.

Mr. Hornbeck: It should be 1,800 hours.

Mr. Robert Fox: That's why I was saying that $45,000 is not going to work.

Mr. Bobby Fox: It's silly to pay someone to come here two hours a day when staff is onsite. Run the numbers and we will see.

Mr. Price: Yes.

Mr. Hornbeck: Yes.

Mr. Price: So the part-time hours include Saturdays and Sundays?

Mr. Robert Fox: Yes.

Mr. Price: The Amenity Manager and the other person could work Tuesday through Saturday and Sunday through Thursday to offset those hours.

Mr. Hornbeck: Yes, but it's $16,000.

Mr. Linard: My concern is if Bob is going to do what I think is going to be required, he's not going to have much time here, which means that John has to deal with the part-time people. So, the more hours we throw in for part-time, the better off we are. We must have a budget, but that's why I'm saying we think we have what it takes and we are going to find out when we get numbers.

Mr. Hornbeck: Alright, so there will be 1,720 part-time hours and two full-time employees receiving $45,000 each.

Mr. Bobby Fox: That's already over $120,000 ($90,000 + 1,700 x 10).

Mr. Most: What was your budget in last year's Vesta contract?

Mr. Bobby Fox: I thought it was $115,000.

Mr. Linard: I thought it was $123,000.

Mr. Bobby Fox: We are keeping the pool so we are at $115,000.

Mr. Linard: That wasn't in their budget, was it?

Mr. Most: No. Suncoast wasn't in the Vesta budget.

Mr. Bobby Fox: We were going to take the pool budget and roll that into staff, but we can't so our budget is $115,000.

Mr. Linard: Do you know Vesta's budget for the year?

Mr. Robert Fox: $115,000.

Mr. Bobby Fox: Vesta's budget was $93,000, but the pool staff is going to go away because we are using existing staff.

Mr. Hornbeck: Right.

Mr. Bobby Fox: So we have to roll all of that into our total budget.

Mr. Linard: Okay.

Mr. Robert Fox: That's right.

Mr. Mossing: Do you have the $9.25 hourly people on staff now?

Mr. Most: Yes. Why?

Mr. Bobby Fox: So we can move on.

Mr. Most: What do you have?

Mr. Hornbeck: $106,000 times 50.

Mr. Most: I was hoping to give them a raise this year.

Mr. Robert Fox: The part-timers that are here are going to have more responsibility.

Mr. Linard: It's $114,109.

Mr. Most: You are going to double their job. You are going to have pool monitors, office staff and facility attendants.

Mr. Hornbeck: So we are at $114,109.

Mr. Linard: Until we get official numbers, $114,109 is where we are.

Mr. Most: The only three concerns I had coming into this meeting, which I think we've addressed, is who's paying me and is there a payroll company that GMS is setting up to provide that service?

Mr. Mossing: We are just going to use the payroll that we use for the Supervisors.

Mr. Most: A fear of mine is that we have these part-timers that are all vested employees, which they become District employees.

Mr. Robert Fox: They have already been drug tested and had background checks.

Mr. Most: The other issue is with my health insurance. The information that I received is sort of vague. I was told that Jason at GMS was looking at providing a payroll service that offered me a group insurance policy as well. If that's not the case, let me know.

Mr. Robert Fox: It's not.

Mr. Most: Okay.

Mr. Mossing: We talked about that, but there are not enough employees. It generally requires six full-time employees.

Mr. Most: What would it make sense for me to do?

Mr. Hornbeck: Go on social security.

Mr. Most: But then I have to pay my supplement as well.

Mr. Robert Fox: Let's move on.

Mr. Linard: You are receiving $4,000 more above what you get if this passes.

Mr. Hornbeck: You said that you are paying $41,000 right now.

Mr. Most: That is fair

Mr. Linard: That will help whatever difference you have to make up.

Mr. Robert Fox: Okay, let's move on. We have a lot more to cover tonight.

Mr. Hornbeck: Do we need to vote on anything or should we until we see the exact numbers and then we will vote on that on January 28th? That's not a problem because you only have two or three days to make a decision.

Mr. Bobby Fox: I want to see the numbers.

Mr. Linard: We only have one employee that we have to worry about because he is going to be here.

Mr. Most: I'm going to be here too. I'm not going anywhere. I just need to sort this out.

Mr. Robert Fox: Okay. It's over.

Mr. Bobby Fox: I would like to not see the numbers at 6:00 p.m. on January 28th. Is there a way to see it earlier?

Mr. Mossing: Assuming I get the quotes from the insurance company, I will have something this week.

Mr. Robert Fox: You will send out an email?

Mr. Mossing: Yes.

Mr. Bobby Fox: Because we are going to talk about this for two more hours on January 28th if we don't see it ahead of time.

Mr. Mossing: No. We will give it to you.

Mr. Hornbeck: Is someone going to modify this to indicate the three-part-time people?

Mr. Bobby Fox: John, we appreciate everything you have done and are trying to take it into consideration. Just so you know.

Mr. Most: Thanks.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Mossing: Counsel, do you have anything?

Mr. Friscia: No.

Mr. Mossing: Welcome aboard.

B. Engineer – Presentation of Property Map

Ms. Stewart: I'm here for a couple of reasons. The first one is that we did get confirmation from the County Administrator, Dan Biles that they identify Dupree Lakes Boulevard as a collector road, which makes it the county's responsibility. That may sound like good news, but unfortunately if you are familiar with Pasco County's Paving Assessment Program and Roadway Maintenance Program, you will find out that is a very slow process for a county owned road to get milling and resurfacing. Bob and I are going to look at some roads and talk about it so we have more to discuss in the future. Then we have the use the map. We create these maps based on pulling site and construction plans that are permitted through the Southwest Florida Water Management District (SWFWMD) through an operating permit. We pull all recorded subdivision plats, all recorded easements and deeds. I also researched all of the different phases and whether or not they were formally accepted. The roads were fully accepted for operation and maintenance (O&M) through Pasco County. I have copies of all the Pasco County documents. Between the beginning of development and in development, a lot of times you have some dedication language in the plat, which you have in these plats. In some cases, clearly the drainage systems are dedicated to Pasco County. The stormwater ponds are conveyed to the District, but there are some that say that the drainage easements, which I would define as being your storm sewer systems., the easements between the houses, in some cases, is not clearly defined under the O&M responsibilities. What I ask is maybe through District Counsel, send him a report and let him take a look at all of the information that we gathered. Then we can talk about how we need it. Hopefully, nobody will ever have to worry about it. Systems are designed to basically last forever, but stranger things have happened, so I just think we need to let them decide if it does happen, what to do and where to go.

Mr. Hornbeck: I have some questions, obviously.

Ms. Stewart: Absolutely.

Mr. Hornbeck: At the last meeting, it was said that the pond contractor, Applied Aquatic is taking care of 29 ponds.

Mr. Scheerer: Something like that.

Mr. Hornbeck: Where are those 29 ponds?

Ms. Stewart: You counted 27 earlier.

Mr. Hornbeck: I counted 28 when I recounted. Are these the blue areas?

Ms. Stewart: Yes. Just for the Board's information, stormwater management systems can be a combination of stormwater ponds and flood plain mitigation. That's typically a combination in this area. When you look at the map, we show the ponds that are on the site construction plans associated with the subdivision. So, if there's something that is not in context with those plans that the pond management company may have been told to do from the beginning, we can compare both maps.

Mr. Hornbeck: Okay, I request at the next meeting that we have the pond maintenance company come here and not only correct the map if it's wrong, but confirm that they are actually maintaining all of these ponds. I would also like to have each one of these numbered in some way.

Mr. Scheerer: On the map I showed you earlier, a couple of changes need to be made. I will send them to Tonja because the only way that I would number them is by 1, 2, 3, 4, 5.

Mr. Hornbeck: That's fine.

Mr. Scheerer: She can probably do it a lot more professionally. They list 29 different locations on this particular map that they sent me. Like I said, there are a couple of corrections. We were going to remove the reference to cogon grass and brazilian peppers to not confuse it with the work that was done behind the reserves so they are going to correct this map and send it. I will just send it to Tonja and she can add it.

Mr. Hornbeck: Yes.

Ms. Stewart: I will go by their numbering system. We typically go by the permitted set of plans and use that numbering system, but we can link it.

Mr. Hornbeck: This doesn't have anything to do with whether they are charging us too much or too little or not covering something, but so we know as a Board that these are assets and if we are doing it correctly. I just don't want SWFWMD somewhere down the road, coming along and saying, "Hey you guys never did this."

Ms. Stewart: Believe it or not, we do all of the SWFMWD inspections for the operating permit and it is not unusual when we get into the heart of it, to find a pond that has been neglected for a very long time that has to be cleaned out.

Mr. Hornbeck: That's what I'm saying because if we have to do that and it's a relatively large one, it's going to cost us and I don't want to see that cost. If we were supposed to be maintaining it, there would be much less cost over a period of time.

Ms. Stewart: I understand.

Mr. Hornbeck: So if there are 29 or 29 ponds, then let's make sure that's exactly what they are doing. The only thing that we wanted to know from you is what we call each one of these little areas. I see on the map that there is a dotted line behind where I live and it looks like that's common ground that is being mowed, but I doubt that it's actually an area between this retention pond and this lake that isn't identified here that is actually being cut.

Ms. Stewart: It's not supposed to be cut. If you look at the shading in the legend, that's a Pasco County drainage easement located on CDD property. It doesn't necessarily mean that it's being maintained. We don't know what the purpose of it was. It's just an actual recorded easement with Pasco County. That doesn't mean they would ever use it. We cannot figure out why that was even there, but you should be able to match up the legend colors.

Mr. Hornbeck: I know for a fact that we are currently cutting it.

Mr. Linard: We are cutting the lot that's green.

Mr. Hornbeck: It's not green.

Ms. Stewart: Keep in mind this map is not a maintenance map and was not created for either landscape maintenance or pond management services. We can evolve into that. This map was only for the purpose of showing you what each piece of land was being used for.

Mr. Linard: What I'm trying to figure out is the wetland line.

Ms. Stewart: The green line and green shading is where the wetland line is.

Mr. Linard: Here is where the issue is going to be. We had a battle with people who put a fence along the line. The reason we won was because it was CDD property. They had

to yank it out and they ran it behind the trees. Now what you are telling me is everything here should not be cut and it is.

Ms. Stewart: The way that it is dedicated on the plat, is open space. So, you have a strip of open space behind the lots and then you have the wetland conversation area that's on the back side of that open space.

Mr. Hornbeck: That's correct. The point is that all of this open space should be cut.

Ms. Stewart: That is a Board decision.

Mr. Hornbeck: I know.

Ms. Stewart: There are no requirements to maintain open space.

Mr. Linard: I don't understand is where my property line is and where the wetland line is.

Ms. Stewart: Which one is your property?

Mr. Linard: 5808 Sweet William Terrace. The back line is the only one that shows up as a wetland line.

Ms. Stewart: If you want, I can download and put on a disk all of the plats so you can better define these lines. Because what happens is there may be a set wetland line and then when they came in and platted, because of certain spacing requirements with the buffer, they may have allocated more of that area as a wetland.

Mr. Linard: That's what we need to know because I was told when I moved there that there's exactly 30 feet of open space.

Ms. Stewart: That would be the buffer.

Mr. Linard: That means we have to cut all of it.

Ms. Stewart: You definitely do not have to cut it because that buffer is a preserve area.

Mr. Linard: Then we are cutting a lot of property that we shouldn't be cutting that we have been cutting for decades.

Ms. Stewart: I'm not going to say how that happened, but the way the regulations work is that both the wetland conservation areas and the buffers must be left in their natural condition. I can give you the language on the plat that explains that. In the past five years,

we have had above average rainfall and a recruitment of invasive vegetation in the buffer areas. So, I recommended management plans for their buffer area to my clients and a lot of them are doing it, but it does not include mowing. It includes treating the invasive vegetation.

Mr. Linard: It would be a lot more expensive.

Ms. Stewart: I thought the management companies were taking on a lot of costs, but it's not hugely expensive. I'm not saying that you would do it all in one year. Maybe it's a perpetual program where maybe you budget $15,000 to $20,000 a year.

Mr. Robert Fox: Is that what you did down in Cherokee Rose maybe a year or two ago when you killed all of those evasive plants? If you can't mow them, you just have to leave them dead.

Ms. Stewart: You don't have to let them die. That's just the more economical way to let them die instead of having to remove them.

Mr. Robert Fox: All it is, is really tall grass so it makes sense.

Ms. Stewart: Right. Just like the cogon grass, which is an invasive vegetation.

Mr. Hornbeck: So what's a buffer?

Ms. Stewart: A buffer is an extra little area that was protected to keep construction activity out of the wetlands. Now they have found it has some secondary benefits to it.

Mr. Robert Fox: Behind my house they built a hill.

Ms. Stewart: A berm?

Mr. Robert Fox: Yes. A berm.

Ms. Stewart: That could be the case because the wetland is providing storage. It's not uncommon that we have wetlands provide storage and they have to put a berm in there to prevent it from backing up onto your property.

Mr. Hornbeck: Well I think this is great and obviously when we looking at the new RFP for landscaping, we need to look at this map and say, "Okay, I don't care what we are cutting out, but here's what we need to cut including maybe some areas that we are cutting now that maybe we shouldn't have cut." Because we cannot cut them now just because of the way that they look and if we just stop cutting them they are going to die.

Ms. Stewart: We had some very dry seasons and that's where the invasive vegetation becomes hazardous. During dry conditions, it can be a fire hazard. We have had wildfires in wetlands and sometimes they are very close to people's homes. So, it's like your awareness in the situation and looking at it when you are walking by can be important in trying to determine the level of management to have.

Mr. Hornbeck: Yes. That's the situation they are talking about behind his house and down the street from his house.

Mr. Linard: Four houses down it's a disaster because it's very high now.

Mr. Hornbeck: There's only 8 feet between the property line and what is supposed to be the wetland.

Mr. Linard: They are not cutting anything. The vegetation is into the backyard now.

Mr. Hornbeck: Of course.

Ms. Stewart: That's usually what I hear people complain about. Usually they say that they are entitled to basically cut over a line right at your property line straight up, but that doesn't necessarily take care of all the invasives.

Mr. Hornbeck: Okay. Are we set on the terms?

Mr. Hornbeck: She has it pretty well defined here. That was exactly what I was concerned about. We are going to have to decide on what we are cutting now that we shouldn't be cutting and include it in the RFP.

Mr. Friscia: Bob, you are going to need to pull the SWFWMD permits to see where the different areas are. At that point, you are going to know what you cannot touch and leave it in its natural state versus designated wetlands.

Ms. Stewart: And the type of vegetation. You are going to be restricted to what you can remove.

Mr. Friscia: That's right.

Mr. Hornbeck: Only invasive.

Mr. Robert Fox: There may be areas you are mowing that we shouldn't be mowing.

Mr. Hornbeck: If we look at this map, can you tell us where those areas are?

Ms. Stewart: I can highlight the areas that you need to be evaluating for maintenance.

Mr. Hornbeck: For invasive vegetation.

Ms. Stewart: Correct and then the pond management company as the environmental professional, can go out there and take a look at it and give you a cost.

Mr. Hornbeck: How does this map relate to anything that Frank was just talking about from SWFWMD?

Ms. Stewart: We base our improvements off of that.

Mr. Hornbeck: Okay. So, this does include that.

Ms. Stewart: That's correct.

Mr. Hornbeck: Alright, so we have two things to look at. First are the ponds that we need to identify by number to make sure that the pond maintenance company is doing their job properly.

Mr. Scheerer: Yes.

Mr. Hornbeck: Secondly, down the road, we need to look at these areas as to what we are cutting or not cutting. Actually, there are three things. The third are invasive species and invasive vegetation maintenance.

Mr. Robert Fox: As a side note to that Bob, I'm going to implement a policy that all contractors be required to sign in at the clubhouse when they arrive, give their scope of work and sign out when they leave.

Mr. Hornbeck: Great.

Mr. Robert Fox: That way we will know when the aquatic contractor is out there.

Mr. Hornbeck: Right.

Mr. Mossing: Tonja, do you have anything else?

Ms. Stewart: No.

Ms. Stewart left the meeting.

C. Club Manager

Mr. Most: Since you already have my report in your agenda package, in the interest of time, I just have a report on a couple of things that we have done. Basically, we removed and cleaned off mildew and algae from the playground equipment and finished clear cutting all bamboo at the pool for the new sod restoration. During this past month, which

is reflected in this report, we repaved and restriped the parking lot area. Going forward beginning this month, we are starting construction on the Paragas renovation project, which is a large project. That will start on approximately January 21st if the contractor is on schedule. Most people are familiar with what I'm talking about. We installed a new plaque in the clubhouse honoring the annual decorating contest winners. Three items that didn't make this report because they came up this past week. The first is we had the Duke Energy assessment that the Board requested. Bob, Rick and I attended and it's already been put into motion. We are going to get a 5% decrease on our billing for the actual facility from now on, on a monthly basis and a 7% decrease on the lights. They bill us in two different categories; one for "A/C" and one for "lights". Basically, they break it down to the electricity running through this building, which you are going to receive a 5% savings every single month, if you want to put that into your new manager salaries.

Mr. Linard: That works out to be about a $900 or $1,000 savings per year for doing nothing.

Mr. Most: We also received an estimate on resurfacing and painting the tennis courts and basketball area. The good news is that we don't need to resurface it at all. We just need a little bit of paint. The same guy that painted the lines from the asphalt company will make that look good. Let me know when you want to do it. There will be two tone US Open colors on the tennis court, which are blue and green. It will make a world of difference out there. It looks ratty now and to have that repainted would behoove us all.

Mr. Linard: Did he give you a cost?

Mr. Most: No. He's supposed to have it to me by this afternoon. We had our Envera walk through for the replacement equipment. Rick, Bob and I attended that. We are about 60 days out from starting that installation process. We are talking about new cameras and new camera equipment.

Mr. Hornbeck: Wasn't it the connecting units?

Mr. Most: They will be doing everything in the office, the little room behind mine. We are going to be replacing all of that.

Mr. Hornbeck: Okay.

Mr. Most: It's a total upgrade.

Mr. Price: I had my friend come by that is in that business on Saturday, evaluating everything. He would like to see what equipment they are going to give us because right now we have 720 resolution cameras and we should have 1080 resolution cameras. So, I need to see what they plan on giving us before they install it.

Mr. Most: Okay.

Mr. Linard: It's not in the contract but it should be.

Mr. Hornbeck: I will look.

Mr. Most: I should be able to get that to you tomorrow.

Mr. Hornbeck: Do you need model numbers?

Mr. Price: Yes. Everything that we should be getting. He said price-wise it's actually a good deal.

Mr. Most: I will get it. Regarding the expenses for the amenities going forward, Vesta's American Express card will close in about two weeks. I'm trying to get that reconciled right now. As a matter of fact, I had a call from my boss that Vesta has been asking me what preparations I was prepared to make regarding to your questions about the transition. In other words, I'm not getting a lot of help from Vesta. Going forward, I would like to find out about getting another card. Jason was looking into providing a card. Right now, we do a pass through.

Mr. Robert Fox: I already have one.

Mr. Most: Are you taking over the purchasing?

Mr. Robert Fox: Wait until we get everything finalized.

Mr. Most: I just need to know.

Mr. Robert Fox: I have the new card.

Mr. Most: Should I stop using the Vesta one?

Mr. Robert Fox: Not until the end of the month. The other one goes into effect on February 1st.

Mr. Hornbeck: That is a good question. What are we going to use going forward? Do we have a credit card?

Mr. Robert Fox: We do now. I ordered it two months ago. It's 9:00 p.m. If the Board doesn't mind, I think we should delay this meeting and continue it to January 28th.

D. Field Manager

Mr. Scheerer: John touched on the Amenity Center and splash pad, but I just want to quickly report that the pool is in good shape. We talked about the lake map. I already sent Tonja the ones we have and I will wait for the revision so she can make changes to the map. I found one pond on the property with extra algae that I took pictures of and sent to Applied Aquatic. I think Cardinal Landscaping talked in detail on everything that's going on with the landscaping. I received a call from Mr. Price on the installation of the sod at the cul-de-sac. He said he came back and took care of it.

Mr. Price: He did.

Mr. Scheerer: Are you okay with that?

Mr. Price: I am.

Mr. Scheerer: I was okay with it, but wanted to make sure that you were okay with it. We will continue to work on the landscape map. Everybody already knew about the sinkhole. Pasco County came out and evaluated everything. I appreciate Jason and Clayton coming out as quickly as they could. Some of the other Supervisors were also onsite. They should level that and re-sod to cover it up if that hasn't already been done. That's all I have.

Mr. Robert Fox: Are you going to drive through tomorrow?

Mr. Scheerer: Yes.

Mr. Robert Fox: What time?

Mr. Scheerer: The same time, 1:00 p.m., unless something happens.

Mr. Robert Fox: In relation to that, after the first of the month, I think we should rent a van so all of the Board members can drive through this community to see what we actually have. All we have to do is extend the meeting to the van and any resident that wants to participate can follow us in their car.

E. CDD Manager Action Items List

There being none, the next item followed.

NINTH ORDER OF BUSINESS Financial Reports

A. Approval of Check Run Summary

Mr. Hornbeck: I have a couple of comments, but we can talk about that after the meeting.

> On MOTION by Mr. Hornbeck seconded by Mr. Linard with all in favor the Check Run Summary was approved.

B. Approval of Combined Balance Sheet

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

TENTH ORDER OF BUSINESS Adjournment

Mr. Mossing: If there's nothing further a motion to continue this meeting until January 28, 2019 at 6:00 p.m. at this location, would be in order.

> On MOTION by Mr. Hornbeck seconded by Mr. Robert Fox with all in favor the meeting was continued to Monday, January 28, 2019 at 6:00 P.M. at this location.

Secretary/Assistant Secretary

Chairman/Vice Chairman