



Dupree Lakes Community Development District

Robert Hornbeck, Chairman

Timothy Price, Vice Chairman

Bobby Fox, Assistant Secretary

Rick Linard, Assistant Secretary

Mark Biondolino, Assistant Secretary

March 18, 2019

Dupree Lakes

Community Development District

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March 11, 2019

Board of Supervisors
Dupree Lakes
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of **Dupree Lakes Community Development District** is scheduled for **March 18, 2019 at 6:00 p.m. at the Dupree Lakes Clubhouse, 6255 Dupree Lakes Blvd.** Following is the advance agenda:

1. Roll Call
2. Supervisors Requests and Audience Comments (*please sign sign-in sheet; 3 minutes will be allotted to each speaker*)
3. Board Action Items
 - A. Discussion of Solar Panels
 - B. Discussion of Adding Palm Trees
 - C. Curb/Sidewalk Repairs and Pressure Washing
 - D. Approval of the Minutes of the January 14, January 28, 2019, and February 11, 2019 Meetings
4. Discussion of Landscape Scope
5. Staff Reports
 - A. Attorney – Discussion of Letter Regarding Rental of CDD Clubhouse Facility
 - B. Engineer - Revised Maps
 - C. Club Manager
 - D. Field Manager
 - E. CDD Manager - Action Items List
6. Financial Reports
 - A. Approval of Check Run Summary
 - B. Approval of Combined Balance Sheet
7. Adjournment

Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: <http://dupreelakescdd.com>

**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	GMS
Darrin Mossing, Jr.	GMS
Francis Friscia	District Manager - 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

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.

Roll Call

SECOND ORDER OF BUSINESS

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

January 14, 2019

Dupree Lakes CDD

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 llex directly underneath them and not trim the magnolias. It would be much better to take out the llex 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 llex 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 llex 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 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 nickel 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. If 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

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?

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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 ($\$90,000 + 1,700 \times 10$).

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 conservation 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

**MINUTES OF MEETING
DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The recessed meeting of the Board of Supervisors of the Dupree Lakes Community Development District was reconvened on Monday, January 28, 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 Hornbeck	Chairman
Timothy Price	Vice Chairman
Bobby Fox	Assistant Secretary
Rick Linard	Assistant Secretary
Robert Fox	Outgoing Supervisor

Also Present were:

Jason Showe	District Manager
Francis Friscia	District Counsel - Friscia & Ross, P.A.
Jason Greenwood	GMS
Crystal Clark	GMS
Alan Scheerer	Field Manager
Clayton Smith	Assistant Field Manager
John Most	Vesta Property Services

FIRST ORDER OF BUSINESS

Mr. Showe called the meeting to order and called the roll. A quorum was present.

The Pledge of Allegiance was recited by all who attended the meeting.

Roll Call

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: My first request would be to resign as Chairman.

Mr. Price: I nominate Bob Hornbeck as Chairman.

Mr. Showe: Procedurally, we will have one motion to accept your resignation and a second motion to redo the slate of officers. Tim is running late, but he emailed me a request

for some Palm trees, which I provided to the board. We will cover that when he gets here. Are there any other Supervisor's Requests? We will note for purposes of the recording that only members of District Staff are present and there is no audience.

THIRD ORDER OF BUSINESS

Discussion of Amenity Management

Mr. Showe: The reason for the continued meeting was to have the discussion on amenity management.

A. Consideration of Staff Contracts

1. Community Property Manager
2. Amenity/Clubhouse Manager

Mr. Showe: We included the contracts in your agenda. They are blank until the board approves both the salary and the names, so we will fill those in once they are complete. At this time, we will open it up for board discussion on how you would like to proceed on those two positions.

Mr. Robert Fox: Is there anything else on the agenda besides that? Anything official? I wanted to know if there's anything else that I need to be involved in before I resign.

Mr. Showe: The only other item is the Action Items List

- CDD Manager – Action Items List (*Item 4E*)

Mr. Showe: Jason Greenwood obtained some quotes on the mulch, which was previously discussed. We also received a quote from Cardinal Landscaping to tear out and replacing the landscaping behind the pool. Do you want to discuss those first?

Mr. Robert Fox: Yes. We only received one bid that I know of for removing the bamboo and grinding it down. We are already starting to see new bamboo coming up, so it is something that needs to be done, but to my recollection the cost was almost \$5,000 to remove the bamboo, grind it down and bring in some fill and sod. I think that's too high and I need to get additional bids.

Mr. Showe: It was \$4,100. We included the proposals in your agenda to replace St. Augustine grass, stump grinding and the removal of up to 2 feet of bamboo.

Mr. Robert Fox: The problem is that we have a storm drain, which I'm going to talk to Tonja about when I meet with her on Thursday because if we can raise that storm drain up and I don't see why we can't, we can level it and actually make it more usable just by putting sod in there and some fill. It's still going to be a hazard so I think we need to go further with that to see what we can legally do. If in fact it is a storm drain, we may not be able to do that, but I think it's just for runoff on the soccer field. If that's the case, then there's no reason that we can't raise it up and we would still have enough room to deal with the runoff.

Mr. Price joined the meeting.

Mr. Showe: So did you want to hold on that one for now?

Mr. Robert Fox: Yes.

Mr. Showe: Jason, do you want to go over the mulch quotes?

Mr. Greenwood: Yes, I prefer to go over all of them together to make it easier. I have three quotes for the mulching of Dupree Lakes Boulevard and the entire community, based on square yard. The quotes were from:

- American Mulch & Ground Cover, LLC. - \$38.50 per yard
- Cardinal Landscaping - \$50 per yard
- EZ Mulch - \$42 per yard

Mr. Greenwood: When American Mulch went around the community, Bob and I joined them. Scott measured by foot how much we would actually need and determined 325 yards of mulch were necessary to cover entrance ways and to have curb appeal. That was for the mulching of the entire Boulevard.

Mr. Robert Fox: Our budget is \$10,000 so if we go forward with this, we are going to have to get him to eliminate some areas. My thought and suggestion is that we really don't need to put mulch next to the wall because it doesn't serve much purpose back there and it certainly has nothing to do with eye appeal. That's just my thought. If we can get him to reduce that and cut back to \$10,000 then we would be within budget and we would still have the eye appeal.

Mr. Price: I liked Mike's comment from Cardinal at the last meeting when he said in some of these areas we should expand the sod and get rid of the mulch. I think in the cul-de-sacs they did two of them, right? I know in our cul-de-sac I would definitely do that. I just don't know what other areas we have around the community where we could possibly do that because that's a lot of money.

Mr. Hornbeck: Jason Greenwood, in your opinion, since you were involved in this, do all three quotes cover the same areas?

Mr. Greenwood: I went back and asked EZ Mulch if 325 yards of mulch would cover the community. They said that we would be spreading it thin; however, American Mulch said that 325 yards would be plenty. In my opinion, American Mulch actually provided the best educated guess because they walked the entire community, but it's up to the board.

Mr. Hornbeck: I noticed that with EZ Mulch and Cardinal there was no definition of depth.

Mr. Greenwood: You wouldn't want more than 2 inches to make sure you have the right curb appeal.

Mr. Hornbeck: Okay, so EZ Mulch might be go 2 inches deep, whereas American Mulch would make the difference between the \$12,000 and \$24,000, but there's no guarantee because EZ Mulch didn't define what the depth was. Even if we presume that, Cardinal would be way out of line and 2 inches would be the maximum. Even though the quantity seems to be close between EZ Mulch and Cardinal, there is a huge difference between the prices.

Mr. Robert Fox: The way it was explained by two companies, not Cardinal, is right now we have an excess of mulch and what's happening is the flower beds and the areas where the mulch is, gets higher and is just going to run off because if we add 4 inches, 3 inches or even 2 inches of mulch, at some point, we are going to have to start taking it back out, which becomes cost prohibitive. So, I don't think in many instances we should put down a lot of mulch. For example, out here in the parking lot, although we need the curb appeal, we already have too much mulch.

Mr. Price: So this is just for the installation of mulch, not removal of the current mulch. Correct?

Mr. Greenwood: Correct.

Mr. Robert Fox: They would just put it on top.

Mr. Scheerer: If you go with American Mulch up to 1 inch is color coded.

Mr. Bobby Fox: Do we know how many yards are for the roundabouts?

Mr. Greenwood: It did not specifically say that it was for the roundabouts.

Mr. Bobby Fox: Do the roundabouts need mulch?

Mr. Robert Fox: Some of them do, but some don't.

Mr. Price: Back to Bob's point though, it's \$24,000, \$30,000 and \$12,000 and we only budgeted \$10,000 for mulch.

Mr. Bobby Fox: That's why I'm saying if we count the roundabouts maybe we can get to \$10,000.

Mr. Robert Fox: Or cut the wall.

Mr. Showe: I think on a quantity basis per square yard, American Mulch is the lowest, so if the board wants to proceed, you can set a not-to-exceed amount and authorize somebody to designate the areas.

Mr. Robert Fox: I would like to get them back out here again and see what in fact they are going to do so let's do a dry run instead of having them just say they are going to all of the community.

Mr. Hornbeck: I suggest that we hold off on this and get American Mulch back out to go around with you and Bob to eliminate areas by putting grass in instead of mulch. Maybe by doing that we can get below \$10,000. Does that make sense?

Mr. Robert Fox: It absolutely makes sense.

Mr. Greenwood: I will get in touch with American Mulch and I will coordinate with Bob.

Mr. Hornbeck: Since it's only 16 days until the next meeting we can certainly hold off and expect that report on February 14th.

Mr. Showe: The meeting is actually February 11th, which is in two weeks.

Mr. Hornbeck: That makes sense then.

Mr. Greenwood: Next is the playground mulch, we received three quotes. You can see the difference in price. It's quite expensive. I also asked for quotes for wood chips, which is used in other communities.

Mr. Showe: There is a price difference between rubber and wood mulch.

Mr. Greenwood: Two companies came back and said that we would need anywhere between 23 yards to 25 yards of the playground mulch. There's a significant price difference, maybe a fifth of the price, for wood mulch versus rubber mulch. Cardinal provided a quote for rubber mulch to fill only the drop zone areas, but I discussed with Bob about going one step further.

Mr. Robert Fox: The problem is whether we use rubber mulch or wood mulch, the mulch must legally be between 8 and 10 inches. For your drop zones, you are going to have the mulch right up to the bottom of the slide and it will be ridiculously high. My thought is that the drop zones are required to have 10 inches so why don't we excavate around the drop zone, put in rubber mulch and wood mulch on top. That would probably eliminate a lot of the expense because kids are going to be kicking it and it's going to be flying around and will not be in the drop zone. There will just be a hole with mulch around it, but if we excavate and fill it up so that we are legal with the 10 inches in the drop zone, we can raise up the bank to pull the mulch back. As a result, we end up with two big mini lakes every time it rains and the kids can't play in there. Since we are going to be excavating anyway, why don't we put in two French drains in the two low areas and run the water back into the lake. Then it's a matter of just digging a trench and putting in the French drain to eliminate the problem. By raising the back end, you can probably do the entire project for a lot less money and make it safe and legal. It's a lot to think about, but if look at the playground, you will see what I'm talking about. It all slopes back to the low areas.

Mr. Hornbeck: What's the idea of mixing or covering the rubber mulch with wood mulch?

Mr. Robert Fox: The whole idea is to fill in the drop zones and then put the wood mulch back on top. Basically, what you are doing is making a soft drop zone so when the kids go in there, they don't get hurt.

Mr. Hornbeck: Okay, the reason we would do that is because rubber much is much more expensive than wood mulch.

Mr. Robert Fox: Yes, but the other problem is if you put in enough mulch to get to 10 inches, your mulch is literally going to be up to the bottom of the slide and maybe in some instances, above the slide. I'm just trying to save money on the rubber mulch.

Mr. Hornbeck: Does the wood and rubber mulch meet the requirement? Does it come up to that level? If the requirement is 10 inches, do we need 10 inches of rubber mulch?

Mr. Robert Fox: No, you need 10 inches of mulch.

Mr. Showe: Of either the rubber or the wood. You just need to have some kind of playground mulch.

Mr. Hornbeck: Are you suggesting 5 inches of rubber mulch and 5 inches of wood mulch?

Mr. Robert Fox: As mulch of the rubber mulch that we can put in and disguise it underneath the wood mulch.

Mr. Price: Jason, is this going to come out of the same line item, the \$10,000?

Mr. Showe: That is for playground repairs, which is a separate item.

Mr. Price: What we could do is see what they come back with and whatever we save on that, we can use for the playground.

Mr. Robert Fox: When I say "mulch" I mean manufactured wooden mulch, which are small chunks of wood as opposed to small chunks of tires.

Mr. Linard: Does the wood splinter at all?

Mr. Robert Fox: No. That's what the counties use on all of their playgrounds.

Mr. Scheerer: It's called "certified playground mulch."

Mr. Showe: It's a special type of mulch for that purpose.

Mr. Hornbeck: So it's not the same mulch that you put on plants?

Mr. Scheerer: No.

Mr. Robert Fox: No, it's wood mulch.

Mr. Hornbeck: Okay.

Mr. Robert Fox: All I'm trying to do is save money and be legal.

Mr. Hornbeck: Why can't we entirely use wood mulch instead of having rubber mulch.

Mr. Robert Fox: We could, but we would have to purchase more mulch because the rubber mulch just gets thrown away.

Mr. Greenwood: You would have a tremendous base of rubber mulch. When I say, "tremendous" I mean that you would have a decent amount there if you went fully with the playground wood mulch, but you would have to remove all of the rubber. Bob's idea was to put it on top because then you are not wasting any.

Mr. Hornbeck: So you are not talking about adding any rubber mulch. You are just suggesting topping the existing rubber mulch.

Mr. Robert Fox: In the drop zones.

Mr. Hornbeck: After removing some of the underground material or actual ground or earth, putting the rubber mulch back in and then topping it with wood mulch. That would meet whatever requirements that we are supposed to have for the playground.

Mr. Robert Fox: I will verify that with the county.

Mr. Hornbeck: Okay.

Mr. Price: Would 1 Ton cover it? There is only a \$375 difference between wood and rubber mulch with Cardinal's proposal if we can negotiate. I'm just throwing that out there.

Mr. Greenwood: I will find how much 1 Ton of rubber mulch would cost and how many yards it would cover.

Mr. Robert Fox: Either way we can take it out and put it all rubber mulch.

Mr. Price: See if he can price that.

Mr. Greenwood: Okay.

Mr. Robert Fox: I'm sure he's using a third party.

Mr. Hornbeck: Do we have any estimate on the French drain?

Mr. Robert Fox: No, it's just an idea that I'm throwing out. The actual cost of the drain itself is \$80 to dig a hole with a ditch witch, cut your trench and lay PVC pipe into the lake. It's pretty easy. All it is, is rain water.

Mr. Hornbeck: Again, we only have "x" number of days until the next meeting, but is it conceivable that we can come up with a maximum amount to be spent on the entire project right now, such as \$500 for the drainage system and \$1,000 for the mulch. Does that make sense?

Mr. Robert Fox: Yes, I will get an estimate.

Mr. Scheerer: Didn't we get a price on French drains from Jayman a few years ago for about \$900?

Mr. Robert Fox: Is that what it was for the playground?

Mr. Scheerer: Yes sir.

Mr. Robert Fox: They will probably do it for \$500.

Mr. Scheerer: I'm just saying that the previous board had that discussion.

Mr. Hornbeck: So let's say, theoretically we approve right now a maximum of \$2,000. What budget category would that come out of?

Mr. Showe: There is a line item for \$5,000 in your budget for "Athletic/Park/Court/Field Maintenance."

Mr. Robert Fox: I will bring back an estimate at the next meeting.

Mr. Showe: It's better to do that than guess and have to bring it back.

Mr. Linard: There's no rush.

Mr. Robert Fox: Actually there is because if a child gets hurt we are liable.

Mr. Hornbeck: But we are 14 and a half days from the next meeting.

Mr. Robert Fox: I'm just saying that it's been this way for three years.

Mr. Hornbeck: We will add that to the agenda for the next meeting.

Mr. Showe: Okay. The only item that I had was the contract for the landscape Request for Proposals (RFP), which was approved by the board at the last meeting. I just want to make sure that everyone is okay with it.

Mr. Hornbeck: Are you talking about the consultant?

Mr. Scheerer: Yes, the board approved Mark Yahn, the SunScape consultant to prepare RFP for landscaping services

Mr. Hornbeck: For \$2,850?

Mr. Scheerer: Yes.

Mr. Showe: I just wanted to let you know that we are going to have it signed by the Chair tonight. Tim did you want to talk about the Palm trees?

Mr. Price: We are the only neighborhood on Collier Parkway that does not have Palm trees at our entrances so I would like to put three at the entrance and nine along Collier Parkway. I obtained three quotes, which I provided to the board. I know the Vice President of JLC.

Mr. Scheerer: We ordered a bunch of trees from Sun City, which is local. We had them delivered and somebody installed them. It's cheaper to buy them that way and just find someone to install them. Do you have the CT specs for the Palms?

Mr. Price: Yes.

Mr. Scheerer: If you don't mind, I will send it to Cardinal and Sunrise Landscape that does Starkey Ranch.

Mr. Hornbeck: So these are the existing 14 to 16 Foot Palms?

Mr. Scheerer: Correct.

Mr. Hornbeck: What is 8 feet CT?

Mr. Price: Clear trunk.

Mr. Scheerer: From the root ball to the nut.

Mr. Price: Three trees will be installed by the entrance, three in the middle in the median and three on each side of the Collier Parkway entrance.

Mr. Hornbeck: Are you putting Cypress trees behind the monument?

Mr. Price: Yes behind the monument off of Cardinal Parkway. There are seven that are struggling, but they are not dead. There will be five Palms in a straight line and three at each entrance.

Mr. Hornbeck: What are you going to do between the Palms and the turf in the median?

Mr. Price: Mulch.

Mr. Hornbeck: Are we talking about doing something else later on?

Mr. Linard: We could put in sod.

Mr. Hornbeck: What's on each side of the three trees that you are talking about removing?

Mr. Price: Nothing. There may be some fountain grass, but it's not going to touch anything. You can literally uproot the three trees and put those Palms in.

Mr. Hornbeck: I understand, but I'm just trying to clear in my mind what is going to be there. There are no Cypress trees here, correct?

Mr. Scheerer: They are Crepe Myrtles.

Mr. Price: On Collier Parkway, as you come into the entrance, there will three trees, three trees on the right-hand side and trees down the middle, for a total of 12 trees.

Mr. Robert Fox: Are we removing all of the Cypress trees from the median?

Mr. Price: Correct.

Mr. Robert Fox: Good.

Mr. Price: Think about it. You don't have to make a decision now.

Mr. Hornbeck: I don't know about the Collier Parkway end, but I like the idea of putting Palms behind the Cypress trees because I really don't like the look of the Cypress trees. I don't like replacing Crepe Myrtles with Palms, only because I don't like Palm trees. A Cypress tree is ugly to me, even in the summertime unless it's huge like the one behind our house, but these are downright ugly. I agree with replacing the Cypress trees on each side at the end of Collier Parkway, but I don't know about replacing Crepe Myrtles with Palms. That doesn't make a lot of sense to me so why don't we look at maybe having some Palms on this end rather than the replacing the Crepe Myrtles.

Mr. Price: Take a look and let me know. I'm open to suggestions.

Mr. Hornbeck: Like I said, I like the idea, but I don't know about one of them.

Mr. Scheerer: Did he say whether or not that fountain equipment behind the Collier sign would interfere with the placement of the Palms?

Mr. Price: He didn't. He would literally just uproot the Crepe Myrtles and put them right in.

Mr. Scheerer: We have some equipment back there because there's a fountain at the front of that entrance.

Mr. Hornbeck: That's where all of the development is, but that's not where the Crepe Myrtles are.

Mr. Scheerer: No. It's between the sign, but I don't know what's running in between.

Mr. Hornbeck: There are Crepe Myrtles from the fountain to the turn lane for the Clubhouse, right?

Mr. Price: When you turn in, there's the sign and probably about 15 feet of bushes.

Mr. Scheerer: Don't overthink it.

Mr. Showe: Do we want to go through Staff Reports?

Mr. Hornbeck: Alright.

FOURTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Showe: Are there any attorney updates?

Mr. Friscia: No.

B. Engineer

Ms. Showe: We are still waiting on items from Tonja.

C. Club Manager

Mr. Showe: Do you have any updates, John?

Mr. Most: Well the only update that I have is that the Paragas renovation project was finished on Friday. If you haven't seen it they did a great job. We added lattice work to the top and provided a nice shaded and relaxed area, which we didn't have before. I think he did a professional job very quickly and under budget. Bob, do you have anything to add?

Mr. Robert Fox: When the changeover occurs, I would like for you to also send me a packet.

Mr. Showe: Yes.

D. Field Manager

Mr. Showe: Do you have any updates, Alan?

Mr. Scheerer: Nothing from us. Clayton or Jason Greenwood, do you have anything else to add?

Mr. Smith: No.

Mr. Greenwood: No.

Mr. Scheerer: I would like to introduce Crystal, the newest GMS staff member in the Tampa office.

Mr. Greenwood: Crystal and I will be working out of the Tampa office. She has experience with real estate and development. It is very nice to have her on the GMS team.

Mr. Hornbeck: Congratulations!

Mr. Robert Fox: Are we going to have a drive through tomorrow.

Mr. Scheerer: Yes. Jason and Clayton will handle it because Jason Showe and I have a board meeting in Osceola County tomorrow. It will be at 1:00 p.m. unless they change it.

Mr. Robert Fox: That's fine.

E. CDD Manager – Action Items List

Mr. Showe: I think we covered the Action Items List. Darrin will not be here at the next meeting because the meeting was moved up a week and we have a conflict, but I should be here for the remaining meetings.

• **Discussion of Amenity Management (*Con't*)**

○ **Consideration of Staff Contracts**

1. **Community Property Manager**

Mr. Showe: We will continue the discussion on amenity management.

Mr. Hornbeck: I would like to talk about the email I sent out today. The purpose was not to change or add anything to what Robert Fox created. It was simply to reformat the job descriptions so we would know as specific as possible, what every position is responsible for and reformat the Organizational Chart to clarify direct and indirect

reporting. The direct reporting are the solid lines and the indirect are the dotted lines for the Community Property Director including the District Engineer and District Counsel. I wanted to keep the chart as simple as possible. Robert Fox mentioned some time ago at a meeting that we have three part-time people. There might actually be more than three, but I want to keep the Organizational Chart as simple as possible to show the three assistant job positions. Who they are filled by is irrelevant for the chart only because they are part-time. You might have four, five or six people filling those positions. I wanted to discuss what jobs they will be doing or will be assigned to do, which is on the second page. We could use part-time staff, but all three positions might do the same thing. This is a work in progress between the board, Community Property Director and GMS.

Mr. Showe: It's obviously fluid until we get it worked out. There may be things we want to rearrange.

Mr. Hornbeck: But even after that, it would be fluid.

Mr. Showe: It's always fluid.

Mr. Hornbeck: We can go year-to-year and month-to-month or whatever you want.

Mr. Showe: Absolutely.

Mr. Robert Fox: I think saying "as needed" is appropriate.

Mr. Showe: We can put a revised date at the bottom so we always have the latest date in case the board revises it.

Mr. Hornbeck: There were a couple of items that I need clarification on. Under "Primary Duties and Responsibilities," I think that the board should be responsible for hiring and firing employees. I'm not sure that it should be the responsibility of the Property Director.

Mr. Robert Fox: Absolutely.

Mr. Hornbeck: That's why I changed the job description to recommend the board hire and fire the employees. The only item was, "Provide input to board regarding compliance with Federal, State and County statutes, rules and regulations." I feel that's the job of GMS. Another part of your plan is, "Maintenance operations and providing professional managerial leadership techniques." That should be GMS' job. I don't think the

board wants to have our Community Property Director filling in when our management company is not doing their job. That is not to say that GMS hasn't been doing it, but I just don't want it to be in a job description for one of our people to be doing what is really GMS' job. It just doesn't make sense so this is a work in progress, but I want to make sure we as a board are not now turning around and saying, "Well one of our people is going to do that because the management company isn't."

Mr. Showe: Absolutely.

Mr. Hornbeck: And we pretty much know what your job is so let's make sure that's happening. Those were my comments and my reason for redoing the Organizational Chart and job descriptions. The only other question I had was on the Employment Agreements. Were those agreements reviewed in the past by District Counsel?

Mr. Showe: Yes, we made revisions based on his comments.

Mr. Hornbeck: Great.

Mr. Hornbeck: I wanted to make sure that we were current with the correct terminology.

Mr. Showe: We used one that we did for another district that has a similar situation and sent it to District Counsel for review to make sure he was comfortable with the terms.

Mr. Friscia: I made sure it was applicable to the jobs.

Mr. Hornbeck: Great.

Mr. Showe: My intent with the agreements, once the board approves them is to fill in the blanks, and if the board is amenable, attach the preliminary job descriptions as discussed tonight so it's clear what the scope of work is.

Mr. Hornbeck: That's all I had.

Mr. Linard: The job descriptions are going to be an ongoing process until our next budget.

Mr. Showe: Yes.

Mr. Linard: That's something we are going to fill in, delete and subtract. On the Organizational Chart, I have all of the assistants coming into the Amenity Center because I think they are all going to be functioning in this building. The Amenity Manager reports to

the Property Director, but who is going to do the timesheets? I don't want to see Bob doing them and waste his time.

Mr. Hornbeck: Right, I think the Property Director and the Amenity Manager should work that out. That's why there's a dotted line from the Amenity Manager to those employees.

Mr. Linard: It's not going to the right people. It should be going to the Amenity Manager, not the reverse.

Mr. Hornbeck: I think they should report directly to the Property Director.

Mr. Linard: Do you think all of the part-time people, even though they do nothing but function in this building, should work for the Amenity Manager?

Mr. Hornbeck: I don't think they will all be in this building. There is outside work that needs to be done, but I'm unclear as to who is now going to be doing the cleanup work throughout the community and emptying the trash bins. I assume that's going to be done by someone here.

Mr. Linard: Then your dotted line has to go the other way. You have John going to them instead of them going to John.

Mr. Hornbeck: I meant for the dotted line to be authority for management.

Mr. Linard: In my mind, the dotted line should be coming to John.

Mr. Hornbeck: So that they are reporting to him.

Mr. Linard: Right.

Mr. Hornbeck: That's fine.

Mr. Linard: You have your arrows mixed up. It shows Bob reporting to Alan, but it should show Alan directly reporting to Bob.

Mr. Hornbeck: Okay.

Mr. Linard: It's a work in progress.

Mr. Most: Can we define those terms them as far as the part-time staff working in the building? Are they working in the community or are the amenity part-time staff different from part-time staff reporting to the Property Director or are they one in the same?

Mr. Hornbeck: That is why I was a little hesitant to put some things on the job description list. Right now, you have a specific person that comes in and does the janitorial work, but that person is going away. You also have a specific person that goes around the community picking up trash and cleaning out the dog waste bins and putting in new bags. I have no idea who is going to do that now. I'm assume that is going to be one of the assistants.

Mr. Showe: That's my understanding.

Mr. Hornbeck: Bob said that was his responsibility.

Mr. Robert Fox: I said that I would do what was necessary. I didn't say that I was going to go out and do it.

Mr. Bobby Fox: Part-time staff will do it.

Mr. Hornbeck: Again, that's why part-time staff reports directly to Bob, but they can be managed.

Mr. Bobby Fox: There will be a daily checklist.

Mr. Most: One of the things that is unclear to me is whether the people that are hired to work part-time in the office will be closing the office to go out into the community.

Mr. Linard: Sure.

Mr. Most: Do you want to have somebody here in the office at a particular time during the day?

Mr. Linard: Possibly.

Mr. Price: I think it's possible. I think it's all fluid at this point. You are just going to have to work the system and figure out what works best.

Mr. Most: The way I look at it is that you have 1,720 hours as discussed at the last meeting to get the job done.

Mr. Bobby Fox: We cannot put every scenario. That's why we have a Property Director.

Mr. Most: Let me be clear that I don't mind any of those things. These people weren't hired for that purpose so they are going to have to be rehired. I was always told that we never leave this building empty.

Mr. Robert Fox: Vesta doesn't exist as of February 1st and these people are going to have to actually get out and do community activities, pick up trash, monitor the pool and monitor events. They are no longer going to be sitting on their butt for eight hours.

Mr. Most: As I said, I'm fine picking up trash. I like the fresh air.

Mr. Robert Fox: We are probably not going to close the community center to go out and pick up trash because they will need to be in the general area.

Mr. Hornbeck: Obviously that's something you can work out with them. Maybe they come in a couple of hours early while you are still here and during those couple of hours, they go out and do whatever they need to. You have 1,720 hours to get the job done so however you guys work that out, whether there is one or two or three people at any given time, is up to you to determine what works out best.

Mr. Most: Will they be using the golf cart in the shed? Are they insured to use that? I'm just asking.

Mr. Robert Fox: No.

Mr. Showe: In order for them to be insured we will have to designate who is going to be using it and we will have to provide their Driver's License to our insurance company.

Mr. Hornbeck: One of your part-time people has a Driver's License. He's 19 so he can certainly do that.

Mr. Most: I just want to make sure that I'm clear.

Mr. Price: You have to reset their expectations on what this new job is.

Mr. Robert Fox: First of all, we have to train them. They are not trained to do anything, but sit in the office. They are going to need to learn how to be an Amenities Assistant Manager because when you and I aren't here, there are responsibilities that they are going to have to do and if they don't want to do them, we will replace them.

Mr. Hornbeck: That's a legitimate question and there will be another 452 questions just like that.

Mr. Most: I am not familiar with things out in the community.

Mr. Price: We are going to follow a checklist of what has to be done.

Mr. Most: Does the daily checklist include daily cleanup of the community for instance?

Mr. Hornbeck: I would assume so.

Mr. Robert Fox: But not necessarily every day.

Mr. Showe: Right now it's two days.

Mr. Robert Fox: We clean Monday and Thursday, but it should actually be Tuesday and Friday because trash is picked up on Tuesday and that's when somebody needs to be out in the community picking up trash.

Mr. Hornbeck: I thought it was on Thursday.

Mr. Robert Fox: The day that he is there is the day that we will pick up trash. I will handle it.

Mr. Showe: I think a lot of these things are flexible. We are going to learn as we go. This is a new process for everyone so it's going to take some adjustment and flexibility.

Mr. Hornbeck: Are there any thoughts?

Mr. Bobby Fox: I think this will be a lot less complicated than we think it will be.

Mr. Hornbeck: Absolutely.

Mr. Linard: Three months from now will be perfect.

Mr. Robert Fox: I almost forgot. In the back of the room, you will see a 10 Foot umbrella that is available at Sam's Club for about half the price of the umbrellas that we looking at purchasing because we are down to three. With summer coming soon, we can probably save a few hundred dollars if we purchase five?

Mr. Most: We need five or six. The cost to replace the ones that we currently have that were purchased prior to this administration is \$289 and the ones that Bob found are \$189.

Mr. Linard: They are less than \$200, but they come in six colors.

Mr. Scheerer: Do they match?

Mr. Linard: I like the red and blue ones.

Mr. Robert Fox: The umbrellas are \$129.98 each and the stand is \$44.98.

Mr. Price: Can we use the current stand?

Mr. Most: We only have so many. We have two umbrellas and I want to keep them there because people like the table umbrellas for luncheons. We have 60 lounge chairs and three umbrellas, which is one umbrella for every 20 lounge chairs. The bases are wearing so we have to get new bases for the umbrellas, but we can replace them under the warranty. Keep in mind that the ones at Sam's Club are seasonal and when they are gone, they are gone, but the other ones come out of California and the shipping on that was \$289 for six umbrellas just to ship them.

Mr. Linard: They are 10 feet versus the current ones that are 8 feet.

Mr. Robert Fox: The ones out there are solid colors, but you can go with blue or blue stripes.

Mr. Most: Bob's point, which is well taken is when you are looking for an umbrella, you don't care what color it is. We were buying designer fabrics are were half the price of the umbrella.

Mr. Robert Fox: The one in the back of the room looks decent.

Mr. Hornbeck: Is that what we are looking at approving right now or do you want to table it?

Mr. Robert Fox: No. If we are going to buy them, we need to buy them while they still have them because they will be gone.

Mr. Linard: How many do we want?

Mr. Robert Fox: We need six.

On MOTION by Mr. Robert Fox seconded by Mr. Hornbeck with all in favor purchasing six umbrellas from Sams Club was approved.

Mr. Robert Fox: We have issues with some of the lounge chairs, but we are working on that. What are we as an Amenities Department allowed to purchase without getting board approval?

Mr. Hornbeck: Anything within the confines of the approved budget.

Mr. Showe: There's a lot of money in that approved budget so the board could set a not-to-exceed and say that we give the Property Director the discretion to spend up to \$1,000 in between meetings. I think our authority is up to \$3,000.

Mr. Bobby Fox: Do we have to designate within a certain category instance repair and maintenance on pool equipment versus playground equipment?

Mr. Showe: I think when you purchase it, you can designate it to a certain account line or Alan and I can do that.

Mr. Linard: Once they are purchased, you can figure out where to pay for them. I would rather know what we are stuck them with before we give authorization.

Mr. Robert Fox: That's why I asked what category they were coming out of. Are you going to include GL account numbers on the General Fund sheets for the February meeting?

Mr. Greenwood: Yes.

Mr. Robert Fox: Does the check run already shows it or are you going to be adding those to the next one?

Mr. Greenwood: We will make sure it's on there.

Mr. Showe: I think it's on the check one, but you won't see it on the balance sheet.

Mr. Hornbeck: That's what I'm saying. Where it says "account" are the actual GL account numbers. I didn't know if there was an account number on the check report.

Mr. Showe: Yes. That's how we code it internally so when we do this it all ties back in.

Mr. Hornbeck: I'm saying when we approve something we say, "Okay, that's coming out of the general ledger."

Mr. Price: What about a not-to-exceed like with \$3,000, but with Chairman approval or something like that? Can you do that?

Mr. Frescia: You can do whatever you want.

Mr. Showe: Just as an example, Alan and I are up to \$3,000 and if we do anything we are just supposed to report back to the board at the next meeting on what was spent.

Mr. Price: It's it \$3,000 per month?

Mr. Showe: Correct.

Mr. Scheerer: Yes.

Mr. Robert Fox: The general cost would normally be for bathroom and cleaning supplies, which doesn't amount to a lot, but there are instances when something has to be replaced or fixed. Maybe we can provide authority up to a certain threshold, but if it's over \$3,000, then it needs Chairman approval.

Mr. Showe: You can set it up that way.

Mr. Hornbeck: I don't think it's necessary for the Property Director come to the Chair to buy maintenance supplies.

Mr. Linard: I don't either.

Mr. Hornbeck: It would have to constitute some kind of semi emergency, such as fixing something immediately that breaks.

Mr. Price: It could be anything over "x" number of dollars.

Mr. Robert Fox: I think you set a not-to-exceed of \$3,000

Mr. Hornbeck: With prior communication to the Chair or the board.

Mr. Robert Fox: I'm not going to arbitrarily just buy stuff and neither is John or anyone else. So, if an emergency came up, let's say a computer crashed and it was not fixable, that is something you would go back to the board with.

Mr. Showe: For example, if a pool motor breaks and it costs \$5,000, even though our threshold is \$3,000, in other districts, if I know that no one on the board is going to oppose it, I will send an email saying, "Hey, this is what happened, please email him by the end of the day if you oppose us moving forward; otherwise, we are proceeding." There are ways to work through this.

Mr. Most: The umbrellas are a good example. When we received a proposal for six umbrellas at \$150 each, we still came to the board for approval.

Mr. Hornbeck: Again, there could just be a simple communication between the Property Director and the Chair.

Mr. Bobby Fox: This goes back to what Bob was talking about a couple of meetings ago. Maybe for now we should just set the amount at \$2,000 and over the next couple of months, we come up with some kind of roadmap for projects that we have coming up.

Mr. Hornbeck: I agree.

Mr. Bobby Fox: If a pressure washer breaks, we will fix it.

Mr. Hornbeck: We are talking about what can be spent without coming to the board unless it's an emergency.

Mr. Bobby Fox: But in the same sense we don't want to just say, "You can spend \$3,000 because we want 10 more umbrellas," not that it would happen.

Mr. Robert Fox: But I'm talking about a cumulative total for the month or for a specific period of time. Isn't that the way yours works, on a month-to-month basis?

Mr. Linard: Yes. John, who do you get approval for anything that you want to order?

Mr. Most: Nobody.

Mr. Linard: Is there a limit?

Mr. Most: I have a \$1,500 a month budget, which has been exceeded. Most of the time we don't even come close, but obviously there were certain events where we went over. I purchase janitorial supplies and if we needed to pay for towels, I pick up the phone and place an order. That's basically all of the purchasing that I have done over the last year, with the exception of prior discussion either here or amongst board members. We bought tables and chairs prior to the fall event. We thought that might be something we need for a convention and bought a storage shed. The storage shed, tables and chairs exceeded our budget.

Mr. Hornbeck: But all of that came up at a meeting.

Mr. Showe: The way that I have seen it are two in different categories. The umbrellas are not an emergency. I think they are absolutely right to bring it to the board for discussion. Things that are emergencies, we are going to have to use the discretion of the staff and if we need to communicate with the board for a giant emergency, we will let you know and what we intend to do. I think things like supplies are a no brainer. I don't think anybody here would be opposed to them buying paper towels.

Mr. Linard: We could give him \$2,000 a month because he said that he had a budget of \$1,500 a month, which he exceeded that he can use to get supplies and whatever he needs.

Mr. Showe: That is another good point.

Mr. Hornbeck: Do we need a resolution or motion on this?

Mr. Showe: No. The board is providing direction and you can change it at any point. If you are making a resolution then you have to go through a process to change it.

Mr. Hornbeck: We will include it in the job description.

Mr. Showe: The Property Director has the ability to approve up to \$2,000 worth of extra expenses every month.

Mr. Hornbeck: That makes sense.

Mr. Showe: GMS is here as a resource so if the Community Director has a question and doesn't know what to do, we can talk to them and let them know how we handle it in other districts. It's rare that you are going to encounter something that we haven't already encountered at other properties we manage. We have offices in North Florida and South Florida where there were similar situations.

Mr. Hornbeck: So what you are saying is that Dupree Lakes is not unique. Is that right?

Mr. Showe: There's never a one size fits all solution to any CDD. Everyone is unique and different, but we can at least guide you how other districts handled similar situations.

Mr. Robert Fox: Speaking of spending money, I need to get a computer for this office. We can probably get one at Best Buy for less than \$1,000.

Mr. Showe: Okay.

Mr. Robert Fox: Do you need a motion?

Mr. Showe: I think it falls under your \$2,000 a month spending authority. Is there any other discussion?

Mr. Price: What are the hours as of February 1st? Are you both working Monday through Friday or are they offset?

Mr. Robert Fox: It will be offset. I will probably be out in the community and John will be here more, but it could switch around.

Mr. Price: Okay.

Mr. Robert Fox: We will play it by ear.

Mr. Showe: Until it's all settled.

Mr. Robert Fox: The hours for the part-timers is primarily weekends and some evenings. As the days get longer, there are probably going to be more part-timers working because when the pool is open, the community center is going to be open, except in the morning.

Mr. Hornbeck: You don't work on Saturdays or Sundays?

Mr. Most: Correct.

Mr. Hornbeck: Does that work for you?

Mr. Most: Sure, it works great.

Mr. Hornbeck: Some people like Fridays and Saturdays or Sunday and Monday off.

Mr. Most: Everyone in my family is in the education phase and the only time I can see them is on the weekend so I'm happy with that.

Mr. Robert Fox: Quite often it's hard to get part-timers to work a full day on a weekday. Most of the part-timers are in school.

Mr. Hornbeck: Great.

Mr. Linard: Do we have a part-time list and have they been told that things are changing?

Mr. Most: Yes, I told them that I don't have the specifics, but things are changing and they will have responsibilities and a checklist rather than sitting on their butt.

- **Resignation of Robert Fox (*Added*)**

Mr. Robert Fox: I think you guys probably need to discuss money so I'm resigning from the board, effective immediately.

Mr. Price MOVED to accept the resignation of Robert Fox from Seat 4 effectively immediately and Mr. Linard seconded the motion.

Mr. Linard: I would like to thank you for your service.

On VOICE VOTE with all in favor accepting the resignation of Robert Fox from Seat 4 effectively immediately was approved.

- **Appointment of Individual to Fulfill the Board Vacancy (*Added*)**

Mr. Showe: Before we proceed, is there direction to fill that vacancy or do you want to wait until the next meeting?

Mr. Price: Wait until the next meeting.

Mr. Hornbeck: I think Mark Biondolino wanted to fill that seat.

Mr. Showe: We can have him come to the next meeting.

Mr. Robert Fox: He's with Homeland Security.

Mr. Showe: We will put this item on the next agenda. Procedurally, you can appoint him without him being here. He just can't take the Oath of Office.

Mr. Hornbeck: Bob talked to him. Did he say that he would accept?

Mr. Robert Fox: I talked to him at the last meeting and asked if he was still interested and he said, "Oh yeah."

Mr. Bobby Fox: Do you have his number?

Mr. Robert Fox: I've contacted him, but he hasn't responded.

Mr. Price: Are we able to send out an email to the community asking for anybody that's interested to show up to the next meeting?

Mr. Showe: You absolutely could. What we typically do is ask for people to submit letters of interest or a resume. That way we can distribute it to the board so you have time to look at who the candidates are, but you can appoint anybody you want. There is no real requirement under the state statute other than the position will be filled by the board and it has to be a qualified elector.

Mr. Price: Reach out to him first before we do anything else.

Mr. Robert Fox: I will.

Mr. Showe: We will add that to the next agenda.

- **Consideration of Resolution 2019-05 Electing Officers (*Added*)**

Mr. Showe: I think Tim was going to nominate Mr. Hornbeck as Chair.

Mr. Linard: Bob is the President of the HOA. Is that going to interfere or can he do both?

Mr. Showe: He can do both. There are no requirements under state statutes to not do both. It becomes tricky when there are multiple members.

Mr. Linard: The problem is that he has to recline himself if there's a fight between the CDD and HOA. He's going to have to do the same thing because he can't do both.

Mr. Friscia: He will have to abstain from any vote relating to the HOA.

Mr. Showe: The conflict of interest on the CDD would only be if he has financial gain in a decision. Statutorily with the CDD, I don't ever envision a situation where you would have a conflict of interest under the state statutes because you are the President of the HOA, unless you are voting on financial gain.

Mr. Hornbeck: For myself. Specifically, the CDD has no direct control in any way over the HOA.

Mr. Showe: Correct.

Mr. Hornbeck: So there's nothing that I as the Chair of the board can do to make the HOA do anything.

Mr. Showe: Correct.

Mr. Hornbeck: Certainly not spend money.

Mr. Linard: No, I'm just saying that if there's a battle between the HOA and the CDD over something, then you will not be involved.

Mr. Friscia: That's a valid point. The same restriction applies to an HOA board member. If there's financial gain, then they can't participate. They have to disclose their financial interest. If there is a situation where the CDD gets mad at the HOA for something and they want to go after the HOA, you could only sit in one chair.

Mr. Hornbeck: If it came down to the CDD filing suit against the HOA for something, I would obviously recuse myself, but I can say personally that as a member of this board and the HOA board, I would not even consider what position I hold on each as my 100% interest is to the members of this community. That has always been my concern.

Mr. Linard: I agree.

Mr. Hornbeck: Specifically as it relates to the HOA, but also CDD property values increasing and maintaining property values. That's what all of us are here for.

Mr. Price: Absolutely.

Mr. Hornbeck: That's what this is all about. If we are doing that properly, then there shouldn't be any problem or any conflicts.

Mr. Showe: It's typical in most of our districts to have someone from the HOA on a CDD board. Obviously, there's a very limited pool of people that aren't even interested in participating in an HOA.

Mr. Friscia: I can go back and review the statute because all you have to do is get one board to not agree with the other board because then you have issues, as they are mutually exclusive from potential conflicts. As long as Bob understands that he can be on both boards, but if a conflict arises, he has a problem, just as anyone else who is on the HOA board.

Mr. Showe: So we have a nomination from Mr. Hornbeck as Chair. Are there any other nominations? Hearing none, I will read the resolution and you can vote on it as read. Resolution 2019-05 elects Bob Hornbeck as Chairman, Tim Price as Vice Chairman, Patti Powers as Treasurer, Jason Showe as Secretary and Bobby Fox, Rick Linard, Luis Hernandez and Rich Hans as Assistant Secretaries. We need a motion to adopt the resolution as stated.

Mr. Hornbeck: I recall reading something about a specific CDD board member being designated as Treasurer. Is that true?

Mr. Showe: You can. The challenge is that we can't cut checks until the Treasurer signs them. We have some boards that have that operation, but it is difficult. We try to pay vendors within 30 days so it can be complicated procedurally.

On MOTION by Mr. Price seconded by Mr. Linard with all in favor Resolution 2019-05 Electing the Officers as stated was adopted.

- Discussion of Amenity Management (*Con't*)
 - Consideration of Staff Contracts
 - 1. Community Property Manager

Mr. Showe: I emailed a spreadsheet in terms of the salaries, benefits and hours for those positions. If the board is amenable, we need to fill in the salaries for both positions

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and figure out how many part-time hours you would like to allocate. I think there was some consideration of \$125 a month for health care benefits for those positions. So, if you can answer those, we can fill in the chart, approve and then fill out the agreements.

Mr. Hornbeck: For this fiscal year, where would those monies come out of?

Mr. Showe: Essentially you have facility management, facility attendant and facility maintenance through Vesta. It was my understanding that as of February 1st, we were going to stop the GMS porter service and those funds would be used to offset the costs of this operation.

Mr. Hornbeck: For example, if we went ahead with the 720 hours at \$9.25 plus the two \$45,000 salaries that puts us at \$5,381 over budget, right?

Mr. Showe: Over the current budget. That is correct.

Mr. Linard: We are already four months into the new budget so we are well within the budget that the board approved.

Mr. Showe: Yes.

Mr. Linard: We have the rest of this year to figure out what we want to do.

Mr. Showe: When we prepare the budget, we estimate what your carry forward is going to be. We actually came in \$10,000 or \$15,000 higher so you have some flexibility cashflow-wise and are not tied down. The real flexibility in all of this are the full-time hours. I think it's going to be up to the Community Director to monitor those part-time hours.

Mr. Hornbeck: As I recall in our conversations, we also had the possibility of some funds being available out of the pool maintenance line item because we were going to assign some of the duties that the pool maintenance company has right now. We are going to reduce their involvement and assign those duties to either the Community Director and/or the Amenities Manager. Didn't we discuss that?

Mr. Price: We talked about Bob getting certified and having a preventative maintenance contract. You brought up that we still have to pay for the chemicals. I think that's something we can ease into.

Mr. Showe: The discussion as I recall is that we would keep it the way it is now, at least for a few months.

Mr. Linard: We would ease into it and take a look at it.

Mr. Hornbeck: Okay, I just wanted to make sure that was in our thought process going forward.

Mr. Linard: I think we approved at least through March and to let them come back and make recommendations on whether we want to make changes or not.

Mr. Hornbeck: If we look forward to next fiscal year, we are looking at \$5,381.

Mr. Bobby Fox: Is it your belief that we can cover this with carry over?

Mr. Showe: I think we can do that with carry over. Again, we budgeted a real conservative amount. I think the fluctuations that you will find in your account lines between now and the end of the year is \$5,000 to \$6,000.

Mr. Bobby Fox: So let's just leave the pool alone for now.

Mr. Showe: That would be my recommendation.

Mr. Hornbeck: If the pool contract is \$4,000, that virtually covers the \$5,300 for next fiscal year.

Mr. Showe: Correct.

Mr. Scheerer: If the board is looking to eliminate your pool cleaning contract, I suggest that your Certified Pool Operator (CPO) get a little more involved with the cleaning process so they understand, whether John or Bob, what the pressure readings must be before you clean your filters, how to apply the chemicals, drain the pool and where to drain it. CPO school is great, but it doesn't always cover the day-to-day intricacies and maybe this next summer, they can go. Most pool vendors that I work with are usually not too intimidated if you want to hang out and learn. I just want to know how to do it in case something comes up. It kind of makes their job easier if it's something you can handle in-house. That would be my recommendation.

Mr. Linard: Good idea.

Mr. Hornbeck: That makes sense. Again, 1,720 hours is what we discussed and gets the job done. Does anybody think it should be more or less than that?

Mr. Linard: No, that's an annual number, right?

Mr. Showe: Right.

Mr. Linard: We used four months, so they still probably have at least 1,300 hours left.

Mr. Hornbeck: Not just the part-time. We are talking about, in theory, 1,720 hours plus the two positions at \$45,000 each for the entire fiscal year, equivalent to 80 hours per weeks times 52. Those are the part-time that you are dividing up, but between the two of you, you have your hours that are added into that, which totals \$120,011 for "x" number of part-time and full-time hours.

Mr. Linard: What does "Employers Liability" mean and what does it cover for \$2,100?

Mr. Bobby Fox: It's an insurance policy.

Mr. Linard: Is it worth \$200,000 or \$10?

Mr. Showe: Let me look.

Mr. Bobby Fox: Doesn't Workers Compensation cap at some point?

Mr. Linard: There is a cap for state and Federal unemployment, but I'm not sure what "Employers Liability" is.

Mr. Showe: We reached out to the same insurance company that insures the district to get quotes.

Mr. Linard: I just want to know what that gives us? I just want a summary.

Mr. Showe: I can send it to you. Workers Compensation is \$1,000,000 per each incident, which is based on the salary of the employee. We did build some additional flexibility in there because we don't know exactly who the part-timers are going to be and we weren't 100% sure about their job descriptions, which is the driver of all of this. It's different liability if they are here as a pool attendant versus driving around the community picking up trash, but those are the kind of things that we are going to have to just play by ear.

Mr. Linard: I just wanted to make sure it wasn't a \$100,000 policy.

Mr. Showe: No.

Mr. Hornbeck: What's on the table right now is essentially three decisions. Are we in agreement that the part-time hours are 1,720 and the two positions are worth \$45,000.

Mr. Price: I guess my question would be if we are pushing the limit on the 1,720 hours, would Bob and John be willing to come in to cover those if we are coming near the cap on that at the \$45,000 rate? I'm just saying if we are nearing it and are running short on hours, such as we need to work on a fence, are you willing to come in at the \$45,000 rate? Not all the time, but it will be the exception, not the norm.

Mr. Most: Right. Of course.

Mr. Hornbeck: They are technically salary positions, not hourly.

Mr. Price: We can use them as needed.

Mr. Hornbeck: Especially in case of an emergency, not unlike what you are talking about such as a hurricane.

Mr. Price: You guys have always been good about conserving those hours and making things more exciting, so I don't think it will be an issue.

Mr. Linard: If I remember, the purpose of the 1,720 hours, was because he was using about 900 hours a year so we added 1,000.

Mr. Most: I used 860 hours last year.

Mr. Linard: We had a maintenance guy that worked 720 hours a couple of days a week so I think that's well within reason right now.

Mr. Most: If we get into an issue we can come back to the board.

Mr. Showe: That gives him something to work with and if we realize he can do it for less, we can always make those adjustments and if he needs more, he can come to the board to explain.

Mr. Most: Bob took this issue to Vesta in November and you got a contract for \$3,400 based on scheduling issues. We could not have predicted at the beginning of the year that at the end of the year, we would come in under.

Mr. Linard: When we rent the facility, we have "x" amount of charges in there that are eventually going to come back to this account. We are actually going to make more money so the 1,720 from cash standpoint comes down because of the rentals.

Mr. Hornbeck: I strongly believe that the community is going to be much better served by the change in the organization as well as who these positions bare filled by. We

were going to look at the numbers until we were blue in the face and agree or disagree on them, but it's also what are we trying to accomplish here that I think is more important.

Mr. Showe: It's the level of service.

Mr. Hornbeck: That's why I was kind of hesitant about the 1,720 hours plus the two full-time positions, which is obviously the way to go. Maybe it isn't. Maybe the way to go is to spend more money, but I think we can get it done right now with that. Do we need to make a motion?

Mr. Showe: We need to make a motion on the salaries of both of those positions so we have some direction to fill in the agreements. There was some discussion about adding some additional monies into the salary per month for the insurance because right now there is no health insurance coverage. Is that still something the board wants to offer on both of those?

Mr. Linard: I think we bumped it up to cover that.

Mr. Showe: Okay.

Mr. Linard: That's my personal opinion. I want to make sure that discussion was out there so it's clear and there's no confusion later.

Mr. Hornbeck: What were we talking about on a per month basis?

Mr. Showe: The direction I had was \$125 per month as additional salary, which would help offset any costs, but if the direction is to raise it to \$45,000 to cover that, then that's fine as well.

Mr. Bobby Fox: That's \$3,000.

Mr. Hornbeck: Per position?

Mr. Bobby Fox: No, total.

Mr. Linard: So it's \$1,500 per position.

Mr. Showe: Yes.

Mr. Hornbeck: I think we should add that in.

Mr. Showe: Okay, I just want to make it so it's transparent.

Mr. Bobby Fox: How are we going to add that in because if it's added in as salary or as expense, is it going to be taxed? How do we add it in so it's not raised? Is there a way to do that?

Mr. Price: I don't know.

Mr. Linard: Reimbursements.

Mr. Bobby Fox: Reimbursements are not taxed.

Mr. Linard: We are going to reimburse them for it. I think we can get out of paying taxes that way.

Mr. Showe: We will see if they can do that separately.

Mr. Robert Fox: You can do it like a reimbursement for a cellphone.

Mr. Showe: If you give it as a stipend, it is taxed.

Mr. Hornbeck: That will become a new line item.

Mr. Price: Can't we buy a cellphone for the clubhouse that they take home with them?

Mr. Showe: If that's the direction of the board, we can absolutely do that.

Mr. Bobby Fox: One of the things I think we need to start talking about is the use of technology, but not tonight. You can put a sign on the door and say, "Text me at this number and I'll be there in two minutes."

Mr. Hornbeck: That's a good idea. I think we can work with the Community Director and Clubhouse Manager.

Mr. Showe: I think by the next meeting, they will have a week or so under their belt and can start bringing back recommendations on maybe things they need or they need support with.

Mr. Hornbeck: Okay.

On MOTION by Mr. Linard seconded by Mr. Price with all in favor approving two full-time positions at \$45,000 each with a \$125 per month health care stipend was approved.

Mr. Showe: I will complete those agreements tomorrow, fill in all of the blanks and get them out to the individuals in those positions to get them started.

Mr. Bobby Fox: When is the effective date?

Mr. Showe: February 1st.

Mr. Linard: How much time do you need for payroll?

Mr. Showe: I think we are going to do it in two increments. We already started talking with Bob.

Mr. Linard: Would it be every two weeks?

Mr. Showe: Something along those lines. I think GMS is going to be processing it along with ours so there may be one week before we process it and then every two weeks.

Mr. Linard: The other option is to have it on the 15th and 30th of every month.

Mr. Showe: I think we should have it every two weeks.

Mr. Hornbeck: Did you send out a letter to Vesta?

Mr. Showe: Yes, we did that after that first meeting in January. They are well aware that their contract is not being renewed. I actually sent it after the December meeting when we said we weren't going to renew. I confirmed that they received the letter, so that they understood they will not be paid even if they work on February 1st.

Mr. Hornbeck: Do they understand?

Mr. Showe: They seem to.

Mr. Robert Fox: That being said, we have a part-time employee from Vesta that still comes in. Should we do a lockout?

Mr. Showe: Yes, I think anybody who is not going to continue service should return district property as part of that contract.

Mr. Robert Fox: The last two or three days is not going to provide us with anything. I would just assume that he doesn't do a whole lot anyway. I can get John to come in and take care of the restrooms if necessary.

Mr. Showe: That makes sense. So, we will do a lockout on him tomorrow.

Mr. Hornbeck: There is nothing here that is the property of Vesta.

Mr. Showe: John and Bob were working on the inventory, but I don't believe there's anything.

Mr. Robert Fox: The only thing that we don't know is what he has that belongs to the district such as tools.

Mr. Most: He's had them for over the 13 months I have been here.

Mr. Showe: I know that everything we bought is here.

Mr. Hornbeck: Are we saying that they may have something of ours?

Mr. Showe: I don't believe they do.

Mr. Robert Fox: We locked the tool box so he doesn't have access to it.

Mr. Hornbeck: Should we discuss hiring a Property Director?

Mr. Showe: Yes, you can make a motion to hire Robert Fox as the Community Property Director.

Mr. Bobby Fox left the meeting, momentarily.

Mr. Hornbeck MOVED to hire Robert Fox as Community Property Director and Mr. Linard seconded the motion.

Mr. Hornbeck: Should I wait until Bobby comes back.

Mr. Showe: We can note that it passes 3-0 and he is not in the room. We still have a quorum.

On VOICE VOTE with all in favor hiring Robert Fox as Community Property Director was approved. (Motion Passed: 3-0)

B. Amenity/Clubhouse Manager

Mr. Bobby Fox returned to the meeting.

Mr. Hornbeck: Mr. Most, you are still an employee of Vesta as of February 1st?

Mr. Most: As of January 31st. I don't know how to explain this quirky company that I work for, but as soon as they found out at the last meeting what the actual plans were going forward, I have heard nothing. However, the day of the last meeting I was called by Rudy who is the Regional Manager over Lisa Kagan to ask if I was prepared to answer any questions regarding a smooth transition. I said yes and that was that. I've heard nothing further.

Mr. Price: So they haven't even told you as of February 1st you would be going to this community or anything like that?

Mr. Most: They threw out some bones, but nothing that I'm interested in.

Mr. Price: Okay.

Mr. Most: I had no contract with them. You remember the way that things were shuffled around here last year.

Mr. Hornbeck: Are you willing to take this position, based upon the preliminary job description as we distributed with the salary at \$45,000?

Mr. Most: Gleefully I accept. May I just add that this community means a lot to me and I take the same position that you do. You being a resident and me not being one, I think these guys will concur with, that it's not always easy to get your heart and head into a community. Sometimes it's just a job, but I don't feel that way here. I care because these are nice people and I like them to enjoy the pool. That just trickles down throughout the responsibility.

Mr. Price: Thank you.

Mr. Hornbeck: I'm not concerned about Mr. Fox starting on February 1st, but I am concerned about the fact that you are an employee of Vesta at this moment.

Mr. Price: If the agreement would be effective February 1st, then obviously he wouldn't be paid until he has already shown up to work here.

Mr. Most: Just to let you know, I spoke with Roy Deary. When he first received the agenda saying that the amenity management would be reporting to the Property Director, he said, "Well that's you. What do you know about that?" I said, "I don't know anything as far as the details, etc. at this point, but I do know the direction that they are heading. Would you have any problem with that?" He said, "I absolutely will not stand in the way of that at all."

Mr. Hornbeck: So my point is that we just simply need a motion to include verification from John and Vesta that he is no longer an employee of Vesta. That's all.

Mr. Bobby Fox: Have you turned in a resignation effective January 31st?

Mr. Most: No. As I said, I never had a contract.

Mr. Price: I would make it effective February 1st with the resignation.

Mr. Most: I did read through the thread that they were turning off my corporate email at 5:00 p.m. on Thursday, January 31st.

Mr. Bobby Fox: You need to give them notice that you are resigning from with Vesta on January 31st. That way this board can hire you effective February 1st. It's as simple as that. It shouldn't be a debate. If you are not under contract, it's over.

Mr. Friscia: Send them a letter.

Mr. Most: I can send an email on the corporate letterhead and copy Jason.

Mr. Hornbeck: I would send the letter effective January 31st. We are just trying to avoid conflicts.

On MOTION by Mr. Hornbeck seconded by Mr. Linard with all in favor hiring John Most as Amenities Manager effective February 1, 2019 was approved.

Mr. Showe: Is there any other discussion?

Mr. Hornbeck: Congratulations Mr. Robert Fox and Mr. Most. Thank you for your service, Mr. Robert Fox. I'm looking forward to working with you in the future. Mr. Robert Fox, would you get me the official names, the correct names of your part-time assistants so we can make sure that's in the record?

Mr. Robert Fox: I can give those to you tonight if you need them.

Mr. Showe: I think that covers what we have on the agenda. I have many items for the next agenda and we will send out some meeting notes. If you have anything that you want to add, just let us know. You will be getting an email shortly about the next meeting.

Mr. Hornbeck: Don't forget that Mark Yahn is going to be at the next meeting with his work scope.

Mr. Showe: I will have to see if it's completed.

Mr. Robert Fox: Has he actually been in the community?

Mr. Showe: He actually came through with Alan so he's getting started, but I'm not sure what the timing was.

Mr. Hornbeck: That's critical in order to get movement on the landscaping Request for Proposals (RFP).

Mr. Showe: Absolutely. Are there any other items?

Mr. Linard: How long does Vesta have at the end of January to send their last bill to us?

Mr. Showe: Typically it's a 30-day window. It's a monthly contract and is pretty clean. We know what they are going to bill at the end of the month because it's their monthly amount.

Mr. Linard: Can they come back in two weeks and say, "We forgot this?"

Mr. Showe: I don't think there's anything outside of their regular monthly amount they can bill for.

FIFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Price seconded by Mr. Hornbeck with all in favor the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

**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, February 11, 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 Hornbeck	Chairman
Timothy Price	Vice Chairman
Bobby Fox	Assistant Secretary
Rick Linard	Assistant Secretary
Mark Biondolino	Assistant Secretary

Also Present were:

Darrin Mossing	GMS
Darrin Mossing, Jr.	GMS
Jason Greenwood	GMS
Crystal Clark	GMS
Francis Friscia	District Counsel
Tonja Stewart (<i>via phone</i>)	District Engineer
Alan Scheerer	Field Manager
Clayton Smith	Assistant Field Manager
John Most	Vesta Property Services
Mike Mantai	Cardinal Landscaping
Jerrold Scott	Blue Tech Services, LLC.
Robert Fox	Community Property Director

FIRST ORDER OF BUSINESS

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

Roll Call

SECOND ORDER OF BUSINESS Organizational Matters**A. Consideration of Appointment of Supervisor to Unexpired Term of Office
(Seat 4 -11/2020)**

Mr. Mossing: As the Board knows, there is currently a vacancy on the Board. I believe we have a resident that is interested so we need a motion to nominate Mark Biondolino.

Mr. Hornbeck: Why doesn't he introduce himself and provide his background.

Mr. Biondolino: My name is Mark Biondolino and I am a recent transfer into the State of Florida and the Tampa area for my job. Recently me and my wife and four kids lived in St. Louis, Missouri. I am a retired Police Officer of 22 years. I currently work with the Department of Justice in downtown Tampa. I moved to Dupree Lakes at the end of April, beginning of May and purchased our home in January. We love it here and are glad to be here. We came in here not knowing the area, not knowing the Tampa area or this side of Florida at all. We fell in love with the community. We are lucky enough to purchase our short-term rental and hope to stay here for a long time. I am looking forward to helping out the community as much as I can.

On MOTION by Mr. Hornbeck seconded by Mr. Price with all in favor appointing Mark Biondolino to fill the unexpired term of Seat 4 expiring in November 2020 was approved.

B. Oath of Office for Newly Appointed Supervisor

Mr. Mossing: Dupree Lakes CDD is a governmental agency and you are going to be a public official that is subject to various laws of the state. One of those requirements is that you take an oath of office administered by a notary public.

Mr. Mossing Jr., a notary of the State of Florida and duly authorized, administered the oath of office to Mr. Biondolino.

Mr. Mossing: There is a packet of information, which I will briefly discuss. In that packet is a I-9 Form, which needs to be filled out if you accept your District Supervisor fee, which is \$200 per meeting. Along with the completed I-9 Form, we need a copy of your driver's license. We can cover this after the meeting. There is also the Code of Ethics Form

from the Supervisor of Elections. The bottom line is that you are a public official and are subject to the Sunshine Laws. That means you cannot discuss any matters that may come to this Board outside of a publicly noticed meeting with any of the other Supervisors on the Board. You can talk to managers, staff and Board Members about anything else. Any emails related to the Dupree Lakes CDD are public records and subject to public records requests and laws such as any notes, reports and agenda packages. There's also a Financial Disclosure Form that needs to be completed and filed with the Supervisor of Elections in Pasco County within 30 days of this meeting.

Mr. Friscia: If you haven't already, I recommend setting up a CDD related email address for CDD business only. Everything is subject to public disclosure and anybody can make a public records request and look at your emails as a Supervisor of the CDD so it makes sense to have a CDD email as all of your personal emails could be subject to public disclosure if there was litigation. So, it's best to have a separate CDD email address. Also, if you and another Supervisor discuss business that could come before the CDD outside of a publicly noticed meeting, you would be in violation of the Sunshine Law. Just be careful talking about CDD business outside of this meeting. That goes for everyone.

Mr. Hornbeck: Any records that you obtain, any meeting documents such as the meeting folders should be separate from your files.

Mr. Friscia: If you have any questions about public records and the Sunshine Law you can always ask. The Attorney General's Office publishes a yearly Government in the Sunshine Manual. The 2019 version has not come out yet, but if you google Government in the Sunshine Manual 2018, you will get a 375-page document summarizing the Sunshine Law and different aspects of it.

C. Election of Officers – Resolution 2019-06 Appointing as Assistant Secretary

Mr. Mossing: This resolution appoints the newly elected Board Member as Assistant Secretary. This is a standard operating procedure, so if there are no objections, I request a motion to adopt Resolution 2019-06 and we will fill in Mr. Biondolino's name into this resolution.

On MOTION by Mr. Hornbeck seconded by Mr. Linard with all in favor appointing Mark Biondolino as Assistant Secretary as evidenced by Resolution 2019-06 was adopted.

THIRD ORDER OF BUSINESS

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

Mr. Price: Do we have an update on the roadway?

Mr. Hornbeck: Yes, Bobby has a report. Rick, did you have anything?

Mr. Linard: Yes, a couple of my neighbors asked me a question and I don't know how to answer it. It has to do with when ownership switched from Beazer to the HOA and CDD. What I'm getting at is originally there were 699 homes and now there are 664 homes so does that mean the CDD owns 35 homes. I'm not worried about the HOA.

Mr. Hornbeck: You mean lots. I don't think it's quite that many because they reconfigured it.

Mr. Linard: I'm guessing at the numbers, but there is something GMS can get for us. I want to know when the bonds were refinanced, how did they handle the money that Beazer paid for 30 years for the properties and where did that money go? It should've been in a fund to pay off the debt.

Mr. Mossing: I can get an answer for you. Typically, what will happen is that property would fall under a true-up agreement. So, if the bonds were issued and planned for 699 lots and the developer only developed 664 lots, they calculate the bond debt per lot on those undeveloped lots and write a check. Then the bonds are paid down so the remaining lots pay their annual assessment and retires the bonds in 30 years.

Mr. Linard: I just want to make sure.

Mr. Mossing: There are two components to the assessments. There is your par debt of the bonds per home and your annual assessment. After you issue the bonds, you can't increase either of them, but in order for the annual payments to retire the bond, they basically have to do that. I will confirm that because it should've happened.

Mr. Linard: That's what I want to confirm because then I can go back and tell our residents that it was done. I recall there was a refinancing of the bonds and we got better rates.

Mr. Hornbeck: Not the original bonds. I think there was a refinancing in 2005 and now the bonds are retired.

Mr. Mossing: It was in 2006.

Mr. Hornbeck: Then there was an additional one.

Mr. Mossing: The 2006 bonds were refunded with the 2015 bonds. So that issue should've been resolved prior to the refunding bonds being issued.

Mr. Linard: What happened to the money?

Mr. Mossing: It's paid to the bondholders to reduce the outstanding bonds.

Mr. Linard: The question is that it should've went back to the property owners. I know that there are six neighbors next to me that have been here since 2007. In total, we have about 38 people who lived here more than a decade. I just don't want to set us up for a class action.

Mr. Hornbeck: I'm sure that we can find it out. Does anyone else have any Supervisor requests? I have some. There have been some emails going back and forth between myself and GMS. One of them relates to the map you have in front of you, which is the Applied Aquatic map designating the 29 retention ponds that they are taking care of. At the last meeting, we discussed that Tonja, the District Engineer, only had 28 ponds on her map. The oddball is Pond #27 by Collier Parkway, which is 95% on county property. While I'm not concerned about what it's costing us to have the ponds taken care of by Applied Aquatic because it's probably a minor amount. What I am concerned about is that the county knows we are taking care of that pond so I would ask that GMS contact the county and find out what they know about us treating their pond. I don't want us getting into trouble with them because the pond is overtreated, which I doubt it is. They are probably not doing anything to it, but just from the standpoint of what their understanding is, I have no problem with us taking care of it. I just want to make sure that we have an

arrangement (agreement) or understanding with the county for us treating Pond #27. You don't see any problem with that, do you?

Mr. Friscia: Asking the county?

Mr. Hornbeck: Not asking the county, but that we are treating one of their ponds.

Mr. Friscia: Has it been going on since the beginning of time?

Mr. Hornbeck: Yeah.

Mr. Friscia: I would be interested in seeing what they say. If they tell you to stop, you should stop.

Mr. Hornbeck: That's what I'm concerned about.

Mr. Mossing: Are we looking for a reimbursement from the county or just an agreement or acknowledgement that we are treating it?

Mr. Hornbeck: Just an acknowledgement that we are treating it and have the right to treat it. Anytime you are applying chemicals to a pond, in this day and age. I would think that they would want to know that we have a certified aquatics company doing the treatments.

Mr. Friscia: There may be a Southwest Florida Water Management District (SWFWMD) permit.

Mr. Linard: We don't know.

Mr. Scheerer: Tonja hasn't answered yet so we have to hear back from her.

Mr. Hornbeck: Are there any questions on that?

Mr. Scheerer: We will do some research.

Mr. Hornbeck: Okay. Other than that, Tonja's map appears to be correct. The second issue is that I asked GMS to provide the reports from Applied Aquatic, which they are supposed to be providing, per the contract. I found out that while they apparently have been completing the reports, they have not been submitting them to us or GMS. So, I would assume that from now on, they are going to be submitting them to us collectively. It is just a handwritten report saying the type of treatment whether by boat or by backpack, whether there was algae and the weather conditions. I would ask Mr. Robert Fox to get involved with this because obviously we are going to notify all vendors that they need to report and

sign in when they are going to come here. While there are 12 months of reports, I want to make sure they are actually out when they say they are out here doing what they are supposed to be doing. I have a couple of names of some other aquatic companies and I would like to know what those companies do and the way it records.

Mr. Robert Fox: It would be very easy because when they are directed to sign in here at the clubhouse, since they are handwritten reports, we could ask them to provide us with their report.

Mr. Hornbeck: That is where I was going with this. It would certainly make sense for them to provide them to us when they go through the clubhouse.

Mr. Robert Fox: We have a copy machine.

Mr. Hornbeck: Exactly. We will number them by pond according to the map. I will give you the name of the two companies that I have, but I would be interested in knowing and the Board would be interested in knowing what aquatic companies do. We need to ask Applied Aquatic if they are up to speed or up to date technology-wise, why can't they provide their report in a spreadsheet or digitally.

Mr. Scheerer: A company called Blue Water Aquatics writes everything down on a blank sheet. They treat every pond in Starkey Ranch. Applied Aquatic will be here next Tuesday for our onsite meeting at 9:00 a.m. and we can provide this information to them prior to that meeting and they can come back with an answer.

Mr. Hornbeck: Great.

Mr. Scheerer: For every lake maintenance contractor I have, I don't get a spreadsheet from the actual guys out in the field, but I'm not saying that they can't do it. We just have to ask them.

Mr. Hornbeck: Right. So, we are meeting with Applied Aquatic on February 19th.

Mr. Scheerer: That is correct. In this building.

Mr. Hornbeck: I will certainly ask them when they say by boat do they actually go out on a boat?

Mr. Scheerer: Yes.

Mr. Linard: I've seen them on the pond across the street.

Mr. Scheerer: They have an airboat, backpack and ATV. So, they can either walk or ride on the pond bank or use an airboat.

Mr. Hornbeck: I will also be asking, "When you mark the box under 'Treatment' with an 'X' what does that mean?" Is that one kind of treatment?

Mr. Scheerer: We will get that history.

Mr. Hornbeck: I want to know what they are actually doing.

Mr. Linard: I'm confused because we have a major contract with somebody and we know that they are supposed to be treating the ponds, but we never received a report so we don't know what they are treating or if it meets county regulations. We definitely need to get some type of report from them.

Mr. Hornbeck: I think the message should be clear to GMS that, at this point, we want them to cover our backs.

Mr. Mossing: Absolutely.

Mr. Hornbeck: We've been saying this for months if not years. You guys should've been on this asking them, "Where the hell are the reports? What are you actually doing out there?" So, we know if they doing the right thing? The ponds along Dupree Lakes Boulevard has scum all over the top of them. Maybe that is supposed to be there.

Mr. Scheerer: No it's not. I was there today. We told Applied Aquatic that before any invoice will be paid, their reports need to be provided to the District.

Mr. Hornbeck: Great.

Mr. Scheerer: We won't authorize payment because as Field Manager, I authorize those payments. So, if they send an invoice we won't pay it unless we have the reports. We will go over that on Tuesday.

Mr. Linard: Do we know what they are supposed to be doing? I have no clue.

Mr. Hornbeck: That's why I asked for a meeting and for them to come to this meeting, but they said they couldn't. We will cover all of that on February 19th. We generally know what they are doing because it's in their contract, but whether what they are doing meets SWFWMD requirements or not, at this point in time, I don't know. I presume they are doing what they are supposed to do.

Mr. Scheerer: Applied Aquatic is probably the largest company that sprays for the Water Management District in the State of Florida. That is their preferred vendor as well. They have a good history and I trust that they know what they are doing.

Mr. Linard: Does the county ever check any of these ponds?

Mr. Scheerer: As far as I know, they are not county ponds.

Mr. Hornbeck: They are SWFWMD ponds.

Mr. Linard: Does SWFWMD check them?

Mr. Scheerer: If something was to occur then somebody would notify SWFWMD.

Mr. Linard: It's definitely something we need to get straight.

Mr. Scheerer: It's not something the county does.

Mr. Hornbeck: My concern is somebody living on one of these ponds complains to SWFWMD.

Mr. Scheerer: We haven't received any complaints. We will take care of it.

Mr. Hornbeck: Maybe we can have a summary for the Board after the meeting on February 19th to clarify some of our questions.

Mr. Scheerer: Sure.

Mr. Hornbeck: I also mentioned in my email to GMS that the minutes in the current agenda meeting package were for the January 2nd meeting, but not the January 14th meeting, which was the last regular meeting. Darrin immediately came back and said, "Well it's a timing issue," but I responded back that we need the minutes from the previous regular meeting, even if we have a special meeting in between. Yes, maybe the special meeting is only two weeks prior to the next regular meeting and the minutes from that meeting cannot be in the agenda package, but certainly the minutes from the previous regular meeting needs to be in the agenda package. I need to see those minutes because if something was not noted by us or by GMS and included on the Action Item List, then we missed it. I request that the last regular meeting minutes be included in the next regular minutes package. Is that doable?

Mr. Mossing: We try as hard as we can to get them in there, but transcription is a very difficult business and we have clients. It depends on how long meetings are and when they fall. We will try.

Mr. Hornbeck: We never missed receiving monthly minutes.

Mr. Mossing: This Board had three January meetings; January 2nd, January 14th and January 28th so there were a lot of individual meetings. Dupree Lakes is assigned to Ilana in my office. She has been transcribing for 30 years. She is very good, but she has a list of Districts that they fall in line based upon their meetings. I can't say if this circumstance came up again and it was the same time and length of the meeting, we are not going to miss it, but we are going to try. Even though we still make mistakes, we are trying.

Mr. Hornbeck: The 28th should not even come into play though because I don't expect you to transcribe something in two weeks. I know transcription. I worked for a company that did full transcription so I know what it takes, but the point is you shouldn't miss providing the regular meeting minutes.

Mr. Mossing: This recording is uploaded to our website and I can make the audio available to all Supervisors tomorrow. It may not be in written form, but it can be posted on the CDD website or however you want to do it.

Mr. Hornbeck: The audio requires listening to the meeting all over again. When you have it in printed form, you can scan through it a lot faster than listening to it.

Mr. Mossing: We will try.

Mr. Hornbeck: In conjunction with that, I ask from now on we have Board action items as a separate item on the agenda. As a matter of fact, I think the way I stated it in here was after the third order of business, "Supervisors Requests and Audience Comments" we have "Action Items for this Meeting, A. B. C. D." rather than having it buried back under "Section E." Something that says, "Here are the things that the Board was supposed to do last month or our management, our Director or Clubhouse Manager was supposed to do." Does that make sense to everybody? There was Board consensus. That's all I had.

Mr. Linard: Bob, I have a couple of items, but they are for staff so I can wait until "Staff Reports."

Mr. Hornbeck: That's fine. HOA Board Members need to go through a course and get a certificate. Do CDD Board members required to take a course?

Mr. Friscia: You just have to take the oath. I don't think you go through a course. Did you go through a course?

Mr. Hornbeck: Not for the CDD, but for the HOA.

Mr. Friscia: It's advisable for Board Members to take the course.

Mr. Hornbeck: They are free.

Mr. Friscia: It's not required under Chapter 190 of the Florida Statutes, but Chapter 720 requires a certification course or a sworn statement from the Board Member saying, "I understand all of the documents."

Mr. Hornbeck: I didn't think there was one for Governmental entities.

Mr. Friscia: If there is, I recommend taking it.

Mr. Hornbeck: There are a bunch of them. They hold them at the Tampa Convention Center. We went to one in Orlando. It was primarily for the HOA, but it also covered CDD matters. It's a good idea just to get a better feel for what we need to do.

Mr. Biondolino: Definitely. Thank you.

A. Discussion of Inventory List of CDD-Owned Items in Clubhouse (requested by Supervisor Linard)

Mr. Mossing: Are we going to cover the inventory list or continue that item?

Mr. Robert Fox: We completed the Inventory List where the golf cart is stored and everything is complete. I can go over it if the Board wants. I was going to get it typed first.

Mr. Mossing: I would get it typed and store it with the rest of our files so if we want to look at it, we can pull it out.

Mr. Robert Fox: We will have one of our part-timers type it this week.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the January 2, 2019 Meeting

Mr. Mossing: The minutes of the January 2, 2019 meeting were included in your agenda package. If the Board has any questions or comments, additions or deletions, we can take any, at this time. If not, I would ask for a motion.

On MOTION by Mr. Biondolino seconded by Mr. Linard with all in favor the Minutes of the January 2, 2019 Meeting as presented were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Friscia: I have nothing to report at this time. Is there anything you need for us to look into?

Mr. Hornbeck: I have one question. I probably know the answer, but just to be safe, if one of the Board Members emails GMS with something and GMS forwards it to all of the other Board Members, what is the difference if that Board Member emails something to GMS and copies the other Board Members?

Mr. Friscia: It depends on what the topic is. Any email you send to GMS about CDD business is going to be a record.

Mr. Hornbeck: Right.

Mr. Friscia: So is your question, is that a de facto meeting of the Board of Supervisors? No, it's not. Is it properly noticed and therefore a general meeting? No. You have to look at what the email says.

Mr. Hornbeck: It's from a getting things done standpoint. Passing information to the entire Board would be better and faster than bringing it up at a meeting, so it's just a matter of information being passed to GMS and they turn around and email it to the rest of the Board. As long as there's no response from the Board Members, we know that we should not "Reply to All."

Mr. Friscia: I would be very careful. If you are just saying, "Hey we have the reports from a vendor before the meeting," I think it's fine to disburse the reports, but if you are providing comments directing action, you are conducting business and that's a problem.

Mr. Robert Fox: I have a question for the attorney. We had a situation on Saturday when we found out a resident who rented this facility was subletting to a bunch of people to sell their goods and their wares. Is there a responsibility of that individual because they

are now subletting their rental, to provide insurance coverage to protect the District? Some of those people were residents.

Mr. Friscia: So someone rented the clubhouse and subleased their rental of the clubhouse to others?

Mr. Robert Fox: Yes.

Mr. Friscia: Do you have any rules prohibiting that?

Mr. Robert Fox: At this point we don't.

Mr. Linard: We will.

Mr. Robert Fox: I think it's a good idea to implement that.

Mr. Friscia: I suggest you be very clear about use the facilities and who can use them.

Mr. Robert Fox: If she is subletting then she should provide an insurance policy because if one of these individuals sells a bad supplement and someone gets sick from it, we could ultimately be responsible since we were renting the facility to them.

Mr. Friscia: The premise of liability would be the issue. In general, the landowner is responsible for injuries that occur on their property. I don't know if that would be a problem unless you are selling alcohol.

Mr. Robert Fox: They are selling supplements and pills.

Mr. Friscia: What kind of supplements?

Mr. Robert Fox: Vitamin supplements and a special kind of supplement to build your muscles along with the normal trinkets.

Mr. Friscia: I would at least like to see a hold harmless agreement or some sort of agreement in place for someone who rents our facilities and are having a fair where they are selling things.

Mr. Robert Fox: If we rent the facility or contract with somebody who provides swimming lessons, they are required to provide an insurance policy.

Mr. Friscia: Typically that's considered dangerous activity. If somebody isn't being forthcoming about the nature of the activity they are using the facility for, yes there is potential liability, but not for a birthday party where they have a bounce house or a slip and

side or having a cake and singing Happy Birthday. You would want to know more information about what the use is for.

Mr. Mossing: We will look at the rental form to see if there's a hold harmless provision.

Mr. Friscia: You can require insurance, but it might not be necessary if you are just having a birthday party.

Mr. Hornbeck: We have a contract specifically with the sports people. I presume that contract is written in such a way that it protects us as well as somebody providing swimming lessons. That's a separate contract from the resident rental agreement. I think that somebody who is renting out space in here should have something more than just the resident rental agreement or at least a supplement to that if that's what they are doing. It seems to me if we are renting out space to people who are selling items, specifically something consumable, we probably want to make sure that we are not indirectly approving that sale.

Mr. Friscia: At the top of the form, the first item says, "Any person responsible for the reservation must be present at the function during the entire period of the event," so when you say, "sublease" what does that mean?

Mr. Robert Fox: She is charging the individuals who are here. In other words, she paid \$100 to rent the facility and she is getting paid by the individuals selling the items.

Mr. Friscia: She is passing on the cost.

Mr. Linard: You can't say that. She may be making money on it.

Mr. Robert Fox: She's making a profit.

Mr. Friscia: That's different than subleasing. When I hear "subleasing" I think of subleasing apartments, facilities and space where you are not living with the person. You rented a piece of property and then you turned around and rented it to somebody else and you are out of the picture, but if you say she's reserving the space and then charging to make a profit, I think making a profit is the problem.

Mr. Hornbeck: If she is making a profit from selling a table for \$100 to \$200 and there are 20 vendors, I don't think that's a problem, but I think we should have a more inclusive

clause in the rental agreement to be better protected than just simply saying, "You have to be here the entire time."

Mr. Linard: I think we need that in every contract we have. I know a couple of people are subbing out some work that we didn't know about until we found out by asking them if they were doing it. That is our camera people. We talked about before that we need something protecting Dupree Lakes in our rental agreement, if someone subs out their rental.

Mr. Hornbeck: You can include a standard hold harmless clause.

Mr. Friscia: You have significant protection in this clause. I can review the rental agreement.

Mr. Price: Why don't you review it and come back to us with your recommendation.

Mr. Hornbeck: Look at it and get back to GMS as to whether you think there needs to be any changes and let me know when you get back to GMS.

Mr. Mossing: Are there any other items for District Counsel?

Mr. Friscia: I have nothing further to report. I will look at the resident rental agreement and get back to you.

Mr. Hornbeck: Are we going to call Tonja?

Mr. Mossing: Yes. Do we want to have Cardinal Landscaping present their update first? We don't have an agenda item for them, but can have them provide their update under the Manager's Report.

Mr. Hornbeck: We can have Cardinal present their report now so they can leave.

- **Update on Cardinal Landscaping** (*This item was added*)

Mr. Mike Mantai: Just to give you a quick update. Over the last month we sprayed for fungus and spot treated for fungicide, which is a two-step application. We are in the process of trimming the grass in preparation for spring. We will be spraying the crepe myrtles this upcoming week as we typically do in February. Bob Fox called me last Friday and said that Pasco County was going to do some drilling for a possible sinkhole so we had our guys mark the main line.

Mr. Hornbeck: Is that what the red lines are for?

Mr. Mike Mantai: Yes. We are continuing to go through the irrigation system, every single zone in preparation for spring. We also removed landscape material from the three islands and put in pine bark. I think it looks a lot better. It looks a lot cleaner. Hopefully that's what the Board wanted. Other than that, if you have any questions for me, I would be happy to answer them.

Mr. Hornbeck: One of the action items in Section 3 are the mulch bids. When we drove around, there were a couple of locations where some additional mulch might help the aesthetics, but I don't think another inch or two of mulch is going to help it because there's quite a bit of mulch out there. What is your thought on just leaving it alone or just filling in the small bare spots that we saw on some of the corners? Just get back to us on the cost for a few bags of mulch.

Mr. Mike Mantai: Certainly. There are some areas that have some decent mulch, but I think if we actually walk the property, you would see that it's an inch or less. One thing that mulch does is it helps with moisture and weed control. In best management practices, you don't want to continually spray Round-Up. It's not good for the environment, but the color is a benefit. If you notice where we put new mulch down, you have a nice dark rich color. We gave a price for mulch, but remember it's a mile-long Boulevard. When you are driving by that area in a car, it can go by quickly, but when you are putting mulch down by hand, it's probably more mulch than you would think. When Cardinal puts down mulch, we only charge for the amount that we put down. We are not going say, "Hey, it's 605 yards and we used 400 yards." You get charged for 605 yards. Hopefully, I made that clear. At any time, the Board could say, "Hey, we want to put down 'x' amount of mulch in the end caps and the monument entrances," and we can do that on an as needed basis.

Mr. Hornbeck: Could we hold off on that until we get Mark Yahn's scope of work and let you decide where there needs to be mulch? Then we can take that and move forward with some kind of a plan. Does that sound reasonable?

Mr. Mike Mantai: It does. We were just asked to provide an estimate on the quantity of mulch it would take to do the Boulevards and entrances.

Mr. Hornbeck: So that's all in one shot.

Mr. Mike Mantai: That's all in one shot. Again, it's by the yard so we can break it up any way you want and think looks best.

Mr. Hornbeck: Right, but what we talked about for example, looking at the cul-de-sacs on Cherokee Rose Place and Wood Violet Court. Obviously, that would require "x" amount of mulch compared to throwing stuff in there right now.

Mr. Mike Mantai: Sure.

Mr. Hornbeck: In one case, I think on Sweet William, we actually said, "Gee, the grass is only one mower width all the way around and if we increase that to two mower widths, then why put mulch down?" Let's make a decision to put grass down first and then do mulch. I think it makes sense to have a plan in place before we commit to doing any further mulching.

Mr. Mike Mantai: Certainly. On the drive through, there are a lot of plant bed areas that you can shrink down by putting in turf and still getting the same wow factor/appeal.

Mr. Hornbeck: Right.

Mr. Mike Mantai: Then when you put those plants in, they come use builder grade and indian hawthorne and things like that. They have to put in so many plants per area. So, with re-designing it, we would configure a lot of islands and cul-de-sacs and put in different sod, which would change the mulching. Again, you are only charged the amount of mulch you actually use.

Mr. Hornbeck: I understand. Getting back to the cul-de-sacs, we've cut back on watering the islands, which look good. The average is about 10,000 gallons per month except for one at Shasta Daisy Place for some reason, which was only 3,000 gallons. So again, going back to what we now know are the metering times, I ask that you look into why Shasta Daisy Place is only using 3,000 gallons of water versus using 10,000 gallons on one circle. It certainly can't be because the sensor is different. I assume it's not different because if it is, let's make sure.

Mr. Mike Mantai: You want to use more water on Shasta Daisy Place?

Mr. Hornbeck: Yes. It just should be consistent.

Mr. Mike Mantai: I can take a look at it. I don't have the answer without looking at the timeframe.

Mr. Hornbeck: Relating to that, Jason, why is all of a sudden Pasco County Utilities having a problem with Wood Violet Court and Dupree Lakes Boulevard?

Mr. Greenwood: They are using reclaimed water and are on a different billing cycle that comes later and we don't have the statements yet. It's more of an estimate when you get it online and then the actual.

Mr. Hornbeck: Okay, so these are printouts from online compared to the others which have printouts and hard copies.

Mr. Greenwood: Correct.

Mr. Hornbeck: I was just wondering if they were changing their format or something. I understand about the timing on it and if they read the meter yet and for whatever reason it's zero.

Mr. Greenwood: Right,

Mr. Hornbeck: Okay. I was just curious. I wanted to make sure that there wasn't an issue that we need to look at or Mark Yahn needs to look at in relationship to Wood Violet Court. That's all I have. Does anyone else have any questions for landscaping?

Mr. Robert Fox: We have a serious ant problem. There is a gigantic ant hill right next to the sidewalk that are running onto the sidewalks. Now there are ants at the vacant lot areas where the kids play. I don't know how they are being treated. We have to do something because I found 14 different ant piles in one of these small lots so obviously they are overtaking the entire subdivision. You are going to have to put some kind of ant bait down here to get rid of these things.

Mr. Mike Mantai: Alan called me and we spoke about it. We will be out here tomorrow to walk the property.

Mr. Robert Fox: Your mowers need to advise you about ant hills, not on individual lots, but the ones belonging to the CDD. Down the street from where Tim and I live, there are 14 or 15 ant hills. Now if your mowers are going over them and they keep on going, they need to advise you guys.

Mr. Mike Mantai: We will talk to them about it.

Mr. Price: My nine-year-old son was standing next to one. He was getting ready to play football in the field and got torn up.

Mr. Hornbeck: Will you make a special note of that?

Mr. Mike Mantai: Yes. I agree that when the mowers go over an ant hill, they should be stopping to treat them.

Mr. Scheerer: GMS will be here tomorrow for their 1:00 p.m. site visit and we will make sure that we address the ant issues. We always drive around the entire property and Mr. Fox is usually with us. We will definitely focus on any of the vacant areas.

Mr. Hornbeck: Good. Does anybody else have anything for the landscaping company? Just so you know, Mark Yahn, according to GMS is going to have his report completed by February 20th or somewhere around that time so I'm going to request that we have a special meeting somewhere near the end of the month to work on the new Request for Proposals (RFP). We will definitely want your input once we get that scope of work from Mark to see what your thoughts are.

Mr. Mike Mantai: Sure.

Mr. Hornbeck: You are out there walking it and driving it so we want your real-world input. I kind of see you guys as the engineers. Mark Yahn is the architect. When an architect comes up with a plan, he turns it over to the engineer to find out what can be done.

Mr. Mike Mantai: Exactly. To give you a quick update, I did drive the property with Mark Yahn and we discussed certain aspects to get you to a starting point when you dissect it.

Mr. Hornbeck: Thank you.

Mr. Mantai left the meeting.

Mr. Hornbeck: Let's hold the Engineer's Report until the end of the meeting.

B. Engineer

This item will be discussed later in the meeting.

C. Club Manager

Mr. Most: I will be brief because a lot of this was in your agenda package, but there were a couple of items that I wanted to discuss. We are on day 6 of the installation process for the new cameras and upgrades for the pool and equipment room from Envera. Bob just got off the phone with them about a half an hour ago. They will be out here tomorrow to hopefully complete that process. The new cameras are nice as well as the upgrades.

Mr. Price: Could I get a list of what they gave us? I want to show it to someone.

Mr. Most: Sure. We began the process of our daily pool chemical checks and that will be recorded daily. With regards to the pool area, we removed all of the algae and mildew from the pool furniture on the lanai. This past week we had our semi-annual air conditioning (A/C) maintenance inspection. We will be touching briefly on some of those results in just a moment. We are also in the process of consolidating the Master Resident List in conjunction with the HOA list. As Bob mentioned, we completed a physical inventory of every item owned by the CDD by model and serial numbers.

Mr. Robert Fox: In addition, we have some projects on the to-do-list that we need to take a look at. I'm working on getting bids for the playground mulch and french drain. Regarding the sidewalk repairs, Clayton was going to try to get somebody to look at trip hazards on the sidewalks.

Mr. Hornbeck: Bob, can I interrupt you for one second? I forgot to mention to Mike that we want the playground grass sprayed for weeds. Could you mention it tomorrow when you drive around? We walked the playground the other day and it's mostly weeds.

Mr. Robert Fox: I don't care about what the rest of the property looks like, but the playground area should definitely be full of grass, not weeds. From what Bob said, that was never part of what the landscape company was taking care of and it should be. There are some weeds in there that kids might be allergic to so let's make sure they get rid of the weeds and have the grass come back on its own. Maybe we need to look at re-sodding with St. Augustine. I'm sorry for interrupting.

Mr. Robert Fox: It's alright. Now on the sidewalk, we've had a lot of trip hazards. Last week during our walk through, Alan, Jason and Clayton evaluated all of the sidewalk.

I marked as many as I felt were a hazard. There were a lot of them. We will probably have to grind them so it's not a trip hazard. Some companies will raise the cement or sidewalk, but I think you have a big chance of improvement by grinding.

Mr. Hornbeck: Are we getting bids on that?

Mr. Robert Fox: We are getting plenty of bids. We have an issue with pressure washing the sidewalks and walls. At some point, we need to hire someone to pressure wash all of the sidewalks and curbs in the community or buy all of the equipment we need for someone to pressure wash a few hours a week, which would be less than what it would cost to do the community one time. They would pressure wash on an ongoing basis to keep all of the sidewalks and the curbs looking good. We are looking at somewhere around \$15,000 to \$18,000 for the equipment, versus \$20,000 just for one pressure cleaning of the entire community. That does not include the walls. We will come back to the Board with an update on that. Another thing we need to consider is a water fountain with a hose bid at the basketball area. Kids play out here and we need to provide them with some kind of hydration rather than having them come and go through the clubhouse just to get a drink. Unfortunately, they are not smart enough to bring a bottle of water with them.

Mr. Hornbeck: But not a cooler.

Mr. Robert Fox: Not necessarily.

Mr. Scheerer: The Board discussed a cooler and chose not to do anything with it just because of the risk involved with changing the water out. I think we did research on putting a water spicket out here by the field. I think the question was whether you want cold water with a compressor or just water.

Mr. Hornbeck: Just water.

Mr. Scheerer: As far as I'm concerned, I would just be happy with water.

Mr. Hornbeck: I don't think we should run electric.

Mr. Robert Fox: If you did it would have to attach it to the building.

Mr. Scheerer: You could have a double spicket; one for humans and one for dogs.

Mr. Robert Fox: The cost for one is around \$5,000.

Mr. Hornbeck: With an automatic shutoff.

Mr. Scheerer: Do you want one for pets?

Mr. Hornbeck: Sure.

Mr. Scheerer: Because that changes the total number big time. We installed one at a property in Orange County. It was pedestrian, for children, dogs and cats and ADA compliant.

Mr. Hornbeck: Put in a universal joint and I will put in a dog spicket.

Mr. Scheerer: We will see what we can do sir.

Mr. Hornbeck: Alright, as long as it has an automatic shutoff.

Mr. Scheerer: Yes sir. Of course.

Mr. Robert Fox: We have a situation with the bamboo. We have two bids. The price is about the same for both, but they are doing different things. We don't yet have a bid for the electric. If we put grass in, we must have irrigation. I should have all of that information as far as electrical and plumbing by the special meeting. In either case, we are going to spend somewhere around \$3,500 to \$4,000.

Mr. Hornbeck: Is the plan to build up around the drain?

Mr. Robert Fox: Yes.

Mr. Hornbeck: To put a cover on it and fill in to have a slight slope.

Mr. Robert Fox: Just put sod in because someone will fall and get hurt.

Mr. Hornbeck: Yes. There is too much of a slope on one side.

Mr. Robert Fox: Both of the bids include removing the crepe myrtle, but you said not to remove it.

Mr. Hornbeck: I'm not big on removing the crepe myrtle.

Mr. Robert Fox: That's not a crepe myrtle.

Mr. Hornbeck: Let's try to leave that if we can. I hate losing trees. If you have to come up in grade, then the tree isn't going to survive because you are covering the roots too deep, but if it's close to grade then that tree should be fine. I think we should trim it so people can walk underneath it.

Mr. Robert Fox: Okay. By the way, we received bids from U.S. Lawns and Cardinal. The one center island where the individual ran into the tree is in bad shape so I'm suggesting

having Cardinal look at the plants that were run over. They are trying to come back, but I don't think they are going to. The mulch is basically gone.

Mr. Price: Lets discuss that when we discuss the roundabouts.

Mr. Hornbeck: Yes. I've been told by an arborist that the tree is going to die with the bark that was taken off by the accident.

Mr. Robert Fox: I'm sure.

Mr. Hornbeck: So we probably want to look at taking that out sooner than later. It would cost less now than sometime later when it dies.

Mr. Robert Fox: I already mentioned the fire ants. It really is a critical situation, especially if somebody falls into a hill or steps or runs through one.

Mr. Price: Cardinal is out here and we are already paying someone to do this. GMS is also driving around. How much oversight do we need for ant control?

Mr. Robert Fox: It's getting worse.

Mr. Price: I pay someone \$45 a month to remove them.

Mr. Linard: I do too.

Mr. Price: So I don't understand.

Mr. Hornbeck: I think your point is when these guys go around mowing because they mow at least once a month, they are not making notes of where the ant hills are.

Mr. Price: They take over some of the bushes, but not in the back areas. It's just along Dupree Lakes Boulevard and the individual lots that we are concerned about. Right?

Mr. Price: Yes.

Mr. Hornbeck: The cul-de-sacs have ants too.

Mr. Price: I think maybe part of the problem is you guys drive around in a truck and can't see a lot of stuff.

Mr. Scheerer: I noticed every ant pile on Dupree Lakes Boulevard from Collier Parkway to Ehren Cutoff.

Mr. Price: How many were there?

Mr. Scheerer: I couldn't count them on fingers and toes, but I called Mike Mantai immediately and the first words out of his mouth were, "We've had rain all day. The sun

came up and here came the ant pile." So, they just need to hit it. Some of these areas may need a Topchoice® application, which is not in the contract. The Board approved the Topchoice® application for the athletic fields, which has a one year guarantee. Then the manufacturer pays for the next re-application.

Mr. Price: What is the difference between the guy I pay for every month and what they use?

Mr. Scheerer: The size of your yard. I have that same issue. Just to the west of you at Starkey Ranch, we don't do all of the areas. We are doing some of the things you are speaking about. We spray for ants in the open field playground areas, the athletic areas and the open field areas by some of the parks where a lot of kids gather for different events. We are battling the same thing with every landscaper because the cost is astronomical to spray a tree with Topchoice®. There are baits that you are able to use, but Topchoice® seems to be more effective. It's just cost prohibitive to do everything so they spot treat them. Clearly, we just have to keep pounding on Cardinal to have their crew mark the areas and not let their crew mow over or go around them. Right now, we are not growing a lot of grass, especially on these vacant lots right now. They are growing more weeds than turf. That's the difference.

Mr. Linard: I agree with Tim.

Mr. Scheerer: With the square footage of lawn out here it gets costly.

Mr. Price: I complained for a year-and-a-half about the soccer field. It's not a small area, but it is a concentrated area. Ant piles were still there after a year-and-a-half of complaining so that's my argument.

Mr. Scheerer: Hopefully they are taken care of because if they put an application of Topchoice® down, we just have to keep on it. That's all.

Mr. Price: Okay, thank you.

Mr. Scheerer: I'm not making excuses for Cardinal or anyone.

Mr. Price: I know.

Mr. Robert Fox: The next item is pool furniture. Some of our pool furniture was damaged by a former employee of Vesta. He used straight bleach and never washed it and

as a result, some of the pool furniture straps are rotting. We have 20 chairs right now that are not usable. I will have some bids for you by either the special meeting or regular meeting because we are going to have to replace them. It is a major project to replace the straps that are on them as opposed to buying new furniture with a strap that can be pressure washed. We are going to spend a lot of money either way. We've got two events coming up; an Easter event in April and the Fall Fling event in November and right now, we have a parking problem. We are using the tractor drawn hayride, which helps cut down on some of the parking issues that we have, but we still have parking issues because Dupree Lakes Boulevard is basically lined with cars. There's an area out here behind the tennis court and at some point, we might want to consider using that area for parking during special events. It has bahia grass and is not used for anything. It's cornered off with some rosa plants. I think it would benefit us because we won't have to replace a lot of sprinkler heads after these two events.

Mr. Hornbeck: How large is it?

Mr. Robert Fox: You can probably park 50 cars, but you would have to have it cornered off and have somebody out there to park the cars.

Mr. Linard: And directing traffic.

Mr. Robert Fox: I don't believe there's irrigation out there and they would have to drive across the sidewalk.

Mr. Most: Will it only be used two days a year?

Mr. Robert Fox: Yes, that might eliminate some of the problems we had with broken sprinkler heads.

Mr. Hornbeck: I don't see any problem.

Mr. Linard: I don't either.

Mr. Hornbeck: We need some signs directing people to the additional parking.

Mr. Robert Fox: We would probably have to hire a Deputy to direct traffic and we can have someone actually parking cars.

Mr. Hornbeck: Let's look at that.

Mr. Robert Fox: It's something we can use in the future. I have just one additional item. We booked our Easter event for April 6th and our Fall Fling for November 2nd. We are going to have Hungry Harry's provide the food. It is going to be a bigger and better than last year. We negotiated some extra items. We are eliminating the bounce house and having one of these carnival type swings that little kids can sit in, plus we are still going to have the rock wall and super slide. I'm trying to work on other items.

Mr. Price: It says that the Wine and Cheese event is on February 18th. That is not a Monday, is it?

Mr. Robert Fox: No. The Wine and Cheese is on Friday. I'm done.

Mr. Linard: I have one. Duke Energy was here for the furnaces and said that all of the fans have mold on them. Both areas need to be cleaned. They are going to remove the fans, clean them all up and put them back in.

Mr. Hornbeck: You mean our A/C?

Mr. Linard: Yes, the A/C and heat.

Mr. Robert Fox: The air handlers.

Mr. Linard: They are clogged.

Mr. Hornbeck: Internally?

Mr. Linard: I'm surprised they weren't caught before this because they have been clogged for a while.

Mr. Hornbeck: Okay.

Mr. Robert Fox: I heard we went a long time without filters.

Mr. Linard: We looked at them and they are nasty.

Mr. Hornbeck: Wouldn't that be part of normal maintenance?

Mr. Robert Fox: They will be here tomorrow.

Mr. Linard: It will cost \$1,600.

Mr. Robert Fox: \$800 each. That's part of routine maintenance.

Mr. Hornbeck: Would that come out of the standard clubhouse maintenance line item?

Mr. Linard: Yes. We have the money for it.

Mr. Scheerer: A significant amount of the cost is to recover all of the refrigerant for the unit. They are going to take the coil out of the air handler, take it outside, clean it and bring it back in.

Mr. Linard: It's not the coils. It's the fans. They have to take them completely apart, clean them all up and clear the air ducts. That is what he told me.

Mr. Hornbeck: Who is doing that?

Mr. Linard: Duke.

Mr. Most: No, the A.C vendor under our maintenance agreement is going to do the work.

Mr. Hornbeck: What company?

Mr. Most: Ierna.

Mr. Linard: The ones that should've told us it was clogged. I just don't see it happening in six months.

Mr. Most: We have an annual agreement with them. We didn't have anybody when I came in and we were bouncing from people to people. We got those guys out here and entered into a one year agreement to provide two semi-annual checkups. They had their second one this past week. While Rick, Bob and I were here, they showed us what the problems were.

Mr. Hornbeck: Okay. Does GMS have a copy of that agreement?

Mr. Most: Bob has it.

Mr. Hornbeck: Let's make sure GMS has one for their file.

Mr. Linard: Its part of our maintenance, but I don't understand how two fans can be that bad. When the fan in my house was bad, we ripped everything out and put in a new A/C. He is also going to give us a quote to replace both A/C systems.

Mr. Hornbeck: Okay.

Mr. Linard: But I think that's down the road as those systems are 12 to 13 years old right now. The guy guessed that they are probably operating at a SEER 8. They were SEER 10 when they were installed. I replaced my SEER 8 with a SEER 14 and my energy went down by 60%.

Mr. Robert Fox: Tim, I'm sorry I didn't include that. You asked about our anomaly out here. They have been out there and have not done anything yet, other than putting up the barriers. They were supposed to be out here today to bore and x-ray, but they didn't show up so I guess it's going to be tomorrow or the next day. Based on what they found so far, it appears to be an anomaly. I guess we are at their mercy to see what they are going to do and when they are going to do it, but Scott is the Supervisor. I have his home phone number so if I see something going on, I will call and get the information. They are going to bore. Cardinal marked the main lines for the irrigation system so as soon as I find out something, I can send a note out to the Board Members. This is very important as it could be catastrophic if they find that there's a huge sinkhole in there.

Mr. Hornbeck: Well it's not costing us anything for the studies, boring, etc. If there is a major problem, it's not going to cost us anything. I heard there was some talk that they were claiming that it might still be an irrigation leak.

Mr. Robert Fox: They believed one sprinkler head was causing it, which they replaced right after they pointed it out.

Mr. Hornbeck: We just want to make sure they don't come back and say, "Oh yeah we found your problem."

Mr. Robert Fox: I think when they do the boring, their x-rays are going to show the issue.

Mr. Hornbeck: Okay.

Mr. Scheerer: You might want to check the main meter, Bob. It's not spinning unless it's being used so if we had a leak, we would be running the water.

Mr. Hornbeck: Yeah.

Mr. Robert Fox: A popup was causing a hole that was 8 or 9 feet deep and 8 or 10 feet wide with no material and sand in there.

Mr. Hornbeck: Especially when the pump and the entire system was off.

Mr. Linard: What about the holes we marked with potholes?

Mr. Robert Fox: That's something I met with Tonja about. She is following up.

Mr. Linard: Alright.

Mr. Robert Fox: I have nothing else.

Mr. Hornbeck: Okay, so when they come in and do all of the cleaning, they are also presenting a bid to replace the A/C system?

Mr. Most: I'm handling it.

Mr. Hornbeck: Obviously, if we are going to do that or whatever they come back with, we may want to talk to a couple of other companies.

Mr. Robert Fox: Absolutely. When Duke was out here doing their inspection, it didn't look like they were in bad shape.

Mr. Hornbeck: I understand. We need to do it somewhere down the road.

Mr. Linard: I just wanted to get an estimate of what we think it would cost in case something happened tomorrow and it broke.

Mr. Hornbeck: Since we are talking about an irrigation system for the clubhouse, did we ever consider the cost of a solar system?

Mr. Linard: I don't know if we received an estimate.

Mr. Hornbeck: That was brought up at a couple of meetings and tabled until the Board was in place.

Mr. Linard: I have 14 panels on my house, which should generate 5,800 kilowatts.

Mr. Hornbeck: You can bring that back up in a couple of months to see if that might make sense to do.

Mr. Linard: The other item was the tv for the clubhouse. We are paying \$480 a month for cable. We were supposed to get other quotes. I'm only paying half of that and I have everything that he has here.

Mr. Greenwood: Its \$483 from Frontier.

Mr. Linard: For cable?

Mr. Robert Fox: Cable and Wi-Fi.

Mr. Linard: I'm paying \$180 for the same thing.

Mr. Robert Fox: When I talked to the Supervisor for Envera, he said that our Wi-Fi system was not adequate for the new system.

Mr. Hornbeck: FIOS is inadequate?

Mr. Robert Fox: We will find out more about it tomorrow, but he said the system that we have is not going to be compatible.

Mr. Hornbeck: With the router?

Mr. Robert Fox: Routers and I don't know what else.

Mr. Price: Find out what they recommend.

Mr. Hornbeck: They must have some kind of system requirement.

Mr. Robert Fox: Once they get the cameras up, they will have another guy tell us what we need to do.

Mr. Hornbeck: Alright, so that's another action item we need to look into why we are paying a corporate account. I pay \$192 for FIOS, plus tv.

Mr. Mossing: I'm paying \$180 for a commercial account. They eventually double or triple your price.

Mr. Linard: We will tell them it's not commercial and put it under Bob Fox's name.

Mr. Hornbeck: Or call Spectrum and get a counter quote and then go back to FIOS.

Mr. Linard: The Wi-Fi in my house is one of the best you can have because it's good for 1,000 feet.

Mr. Hornbeck: That's all I have.

D. Field Manager

Mr. Scheerer: I don't have a lot to report for this month due to the short weeks between meetings. As I said earlier, we did stop in the clubhouse the last couple of weeks we were here. We did take a ride through the property with Mr. Fox, Cardinal, myself, Jason and Clayton. The pool facility is in good shape. The lakes are being treated. I sent an email to Wade Pharis, Vice President of Applied Aquatic regarding all the requests that came up at the meeting today. I believe they are scheduled to be here tomorrow. I haven't received a response from him if they are coming tomorrow to make sure that they stop into the clubhouse and check in with either John or Bob, depending on what time it is. They will be here on Tuesday the 19th at 9:00 a.m. for our onsite meeting. Irrigation inspections are ongoing with Cardinal. There were minor repairs to the irrigation system. At the last meeting, I was asked to look into additional palm tree quotes. Cardinal declined to bid. I

reached out to Sunrise Land Care that does Starkey. They are working on it. I haven't heard from Sun City Trees, which is a grower and broker for trees. They will bring them out and we have to pay somebody to install them. Typically, we can get a pretty good rate, if it's something they are interested in doing. We will continue to pursue that and update the Board at the next meeting.

Mr. Price: Thank you.

Mr. Hornbeck: While you are on that subject, we drove around last Tuesday and I don't see us putting any palm trees on this end, personally. The only place that would make sense is where there are three crepe myrtle trees, even though they are small. I also think we should take out all of those cypress trees in the center on Dupree Lakes Boulevard behind the monument and plant a really nice row of palms with some new plantings underneath them. I think that would look good. However, there is also some crappy looking cypress on the south side of Dupree Lakes Boulevard as you are going along the Boulevard. I think we should have in our plan going forward, replacement of those trees with some nice palm trees all the way up that one side. What do you think?

Mr. Price: I agree with that as well or the one we have to take down that was rear ended by a truck.

Mr. Hornbeck: I think that makes sense as part of our Landscape Improvement Plan, but when they are looking at quoting, I would like to have them look specifically at that area behind the monument where all of those cypress trees and grasses are and come up with a plan saying, "Okay, here are the kind of palms we should put in." I would be in favor of maybe doing something other than a typical palm tree. There are 14 different types of palm trees. There's nothing wrong with them, but in my personal opinion, there are some better looking palms. I know it takes more money, but we are only focusing on that one little area to improve that entrance. So not only palms, but also what would they recommend as new plantings underneath and how they would space them. When we are out there we are looking at just a single row of palms with some nice plantings on each side or maybe two rows of palms alternating with some nice plantings. I would like to see a couple of ideas. We have plenty of palms around the parking lot.

Mr. Price: Absolutely. Just the entrances.

Mr. Scheerer: We just have to be careful. Like you said, there are a number of palm species out there, but we have to make sure we are not putting in ones that are susceptible to disease. The Texas palm declined from a few diseases that were going around. It started off in the queen palms, moved to the washingtonias and now it's in the medjools so you have to be careful. We will look for recommendations. Maybe I'll talk to Mark Yahn and Alan to see what they recommend.

Mr. Price: Even the guy I got quotes from said that the two of the most popular ones, they can't get permitted through Pasco County right now because there are so many going in.

Mr. Scheerer: Disease is the major concern. It was touched on earlier that Cardinal met with Mark Yahn and Alan and did an onsite inspection. Tonja is working on the map along with the RFP document. Once that is completed, we will make sure its apples-to-apples. We discussed the sinkhole earlier. We will have staff here tomorrow at 1:00 p.m. for the onsite inspection.

Mr. Hornbeck: Jason, have you bought that drone yet to get aerial photographs?

Mr. Greenwood: It's on order.

Mr. Linard: The sign at the south entrance has a blank side.

Mr. Greenwood: It's on its way. Bob supplied the paint scheme for it. The vendor has it right now. They actually took it to their shop to repaint it. They are going to do it on the other side too.

Mr. Linard: I drove around today looking at all of the little signs that we have. The Magnolia sign is one that I see every day. To me the paint looks shitty. There is no other way to say it. Its faded. Is there better paint that we can put on these signs?

Mr. Scheerer: It's really old paint. The Magnolia sign was just done.

Mr. Most: No, that was seven years ago.

Mr. Price: When we had the sign done, I wanted to wait to see how it came back because I thought it was going to look new and the rest were going to look old so as a Board, we decided to wait and see how it matches up and then decide.

Mr. Linard: The paint looks terrible on all of them.

Mr. Scheerer: Some faded over the years.

Mr. Hornbeck: It seems to me that we should probably include that as part of our long-term landscaping upgrade plan.

Mr. Price: With these changes on the Board, we need to look at the Engineering Report. They came out and showed what we needed in reserves to fix the A/C and how many years they would last. That is something we need to tackle as a Board. If we don't have it year-to-year, then we have to use reserves, which might mean raising assessments. We are going to have to make that decision.

Mr. Hornbeck: I think that is maybe two meetings from now. As we start looking at the budget for next year, we definitely need to take that into consideration. That's why I want to have this plan done. We have two issues with the landscaping. One is protecting and improving what we already have. That is a completely separate issue from the long-term Improvement Plan. It's not completely separate, but obviously the two go hand in hand, but we need to make sure that we keep what we have and improve it so it does not degrade. Whatever it takes. We should include that as part of that RFP. Then we need to have a plan for improving the lattice work because wood is rotting, where we start and what we do in whatever timeframe.

Mr. Biondolino: The curbs need to be repainted too.

Mr. Linard: Around all of the monuments.

Mr. Hornbeck: At least around those entrances. If the county won't do it, then what do we have to do to make it look decent? A couple of monuments need some work, just like what we did at the pool. That needs a lot of work because there is rotting wood. When we put up the Christmas tree lights last year, we said that we have to be careful. Bob, can you go to the vendor that did this and say, "Hey, take a look at the lattice work out there and the roof" and see what they think and what they would come up with as a price to fix it.

Mr. Robert Fox: The other two things are these two small flag stands and whether we are going to keep the ones that say, "Dupree Lakes" because its rotten on both.

Mr. Hornbeck: We will have them take a look at that right away. Speaking of adding things or improving things, do you have a budget for adding flag holders on the lights?

Mr. Robert Fox: We already have them.

Mr. Hornbeck: I know you have some, but I think we should spend a little money every year to add some more.

Mr. Robert Fox: We have another 25 or 30. Don't we John?

Mr. Most: We have plenty.

Mr. Hornbeck: Every year, we could add 25 to 30 so in five years we will have a flag in every hole.

Mr. Robert Fox: Do you know those little flags over at the VA where your office is?

Mr. Hornbeck: Yes.

Mr. Robert Fox: Can you find out where they got those because we can stick those in the ground. The flags are maybe 1' x 2' with it's a solid pole with the flag holder. It looks really nice.

Mr. Greenwood: I can ask. You asked Tim last week about the mulch quotes from Cardinal and how much a ton would equate to for rubber / playground mulch. It actually only equated to 3 yards per ton, which would equate to a lot more than the others, about \$441.60 per ton. I also got it confirmed by American Mulch that if you wanted to replace wood chips on top of the rubber mulch, you would meet your current requirement. If you wanted to get the depth, obviously, it's a lot more cost effective. So that's something for the Board to take into consideration when we are thinking about the playground.

Mr. Hornbeck: Is it specifically for the playground?

Mr. Greenwood: Yes.

Mr. Hornbeck: Do we have quotes?

Mr. Greenwood: You have three quotes for the entire Boulevard and three comparable quotes for the playground.

Mr. Price: I say we wrap it in with the RFP. If we are going to pay someone to mulch, they can do that too.

Mr. Hornbeck: Sure. Make it all part of the price.

Mr. Bobby Fox: Are we out of compliance right now?

Mr. Robert Fox: Yes, we are.

Mr. Linard: We have been since 2006.

Mr. Hornbeck: Do you have another quote for what you talked about digging down and removing the old mulch?

Mr. Price: I think that was done last month. We had wood chip quotes.

Mr. Linard: We agreed to put in the wood chip and burying the rubber mulch.

Mr. Greenwood: We have two competitive vendors that can supply wood chips.

Mr. Robert Fox: We would have to dig around any drop zone and make sure it's at least 12 inches deep, put in a liner and then put the chips in. After the fact, we can always do a french drain. At least we would be compliant by having drop zones.

Mr. Hornbeck: Obviously, I would look to Tim or Bobby whose kids use the playground for their opinion. My suggestion is to do whatever is the least expensive to bring us into compliance, minus maybe the french drain.

Mr. Robert Fox: We can fix it after the fact.

Mr. Hornbeck: What are your thoughts on rubber compared to wood chips?

Mr. Bobby Fox: My kids wear shoes.

Mr. Price: My kids don't use the playground.

Mr. Bobby Fox: That playground is wet all the time. The reason it is full of weeds is because its soaking wet out there.

Mr. Hornbeck: Maybe doing those drains would be equally important so kids could play on it.

Mr. Robert Fox: I agree with that.

Mr. Bobby Fox: You get the gnats and all of the bugs, which the kids don't like. We probably should put our focus that someone can sue us for falling and getting hurt so we should do it as inexpensively as we can because it sounds like that entire area needs to be looked at again. It is wet so you are not going to solve it by putting sod out there.

Mr. Hornbeck: So what are we looking at in the way of actual dollars and the least expensive way to solve this problem to become compliant?

Mr. Greenwood: American Mulch quoted \$1,000 for 23 yards. That was without digging so digging would be separately. Tomorrow, I can reach out to all three vendors and say, "This is what we want to do" and collaborate with Bob Fox tomorrow so we can get a definitive price.

Mr. Hornbeck: But is that doing the raising that you were talking about?

Mr. Robert Fox: We have no way to raise it up to 12 inches.

Mr. Hornbeck: So this is taking out essentially what's there and making sure once its 12 inches.

Mr. Greenwood: Yes, for the drop zones.

Mr. Hornbeck: And we are looking at \$1,000?

Mr. Greenwood: That was just for the mulch. We have to factor in the cost to dig it out around the drop zones.

Mr. Hornbeck: So we have no idea how much that would cost?

Mr. Greenwood: Not yet, but that's coming forward.

Mr. Price: Let's vote on it.

Mr. Hornbeck: If we are going to have a meeting in two weeks after Mark Yahn's report is completed, I think we can wait until then.

Mr. Frisia: No more than two weeks because it is a safety and liability issue.

Mr. Hornbeck: Let's make sure that we have all of that for the next meeting. Let's not put it off until the March meeting.

Mr. Bobby Fox: Can that be included in the agenda package so we can look at it?

Mr. Price: Yes.

Mr. Hornbeck: Or have it sent to us. By the way, when Mark Yahn turns over his scope of work document, I want it sent to every Board Member ASAP because the idea of having this special meeting is to finalize the RFP so at the March meeting, we can approve sending the new RFP out. So, we need that document before that special meeting. Okay?

Mr. Mossing: Yes. Jason was recommending the workshop meeting as the special meeting.

Mr. Hornbeck: Right.

Mr. Mossing: Does that make sense?

Mr. Robert Fox: Yes absolutely.

Mr. Hornbeck: Okay.

Mr. Robert Fox: Are you going to do a continuation?

Mr. Hornbeck: Yes. It would be a continuation of this meeting.

Mr. Robert Fox: That way you still have voting rights. If you have a workshop, you don't have them.

Mr. Hornbeck: We don't want to vote on that at the special meeting.

Mr. Mossing: That item is not on this agenda if you are continuing this meeting as a regular meeting to a workshop.

Mr. Robert Fox: You already have a special meeting that we already advertised.

Mr. Mossing: Is that the workshop meeting?

Mr. Price: A workshop and a special meeting is the same thing.

Mr. Hornbeck: No. You can't vote at a workshop. You can only vote at an official meeting.

Mr. Price: So then we have to advertise it.

Mr. Hornbeck: Not for a continuation. You have to publish your meeting schedule in the newspaper for the year.

Mr. Friscia: Right. You have to advertise the special meeting if it's not on the meeting schedule.

Mr. Mossing: Just to be safe, we will advertise that meeting as a regular meeting. It may have been advertised as a workshop so we will have an additional advertisement as a regular meeting so you can act on it.

Mr. Hornbeck: Alright.

Mr. Mossing: I think we are at the Manager's Report. Did we cover the action items?

Mr. Linard: We need to call Tonja.

Mr. Robert Fox: While you are calling Tonja, we have a situation with the bamboo. Right now, we have a \$3,800 bid from two different companies. Can I ask the Board to

approve a not-to-exceed amount of \$4,000 so we can proceed? We may have to do the electrical later on, but we need to proceed with this.

Mr. Most: We need to get the stump grinding done too because we are going to get into the pool season and people aren't going to want stump grindings in their lap.

Mr. Hornbeck: So what we are talking about is a block around the grate, raising it and adding a new grade. How is the bamboo going to be removed?

Mr. Robert Fox: They are going to stump grind it out.

Mr. Hornbeck: They are going to stump grind all of the bamboo and re-sod.

Mr. Robert Fox: Yes.

Mr. Most: They are going to put in soil and re-sod.

Mr. Hornbeck: Just mulch on the other side?

Mr. Robert Fox: Yes.

Mr. Price: What line item is that going to come out of in the budget and where are we at?

Mr. Robert Fox: Maintenance for the clubhouse.

Mr. Linard: For facility maintenance we have \$19,000 and only spent \$5,000.

Mr. Price: Are we sure that's where it's going to come out of?

Mr. Hornbeck: We only spent \$4,000, right?

Mr. Linard: Yes.

Mr. Bobby Fox: We are spending \$1,600 tomorrow. Aren't we?

Mr. Linard: Yes, \$1,600 tomorrow, so that would be \$5,600. That still leaves us with \$10,000.

Mr. Price: Just as long as we know where they are coming from.

Mr. Hornbeck: I think that's the most practical thing to do. Have you researched that and know that's a reasonable price?

Mr. Robert Fox: Yes, we have two different bids. They are both similar. One does it one way and one does it another way.

Mr. Hornbeck MOVED to approve a not-to-exceed amount of \$4,000 to remove bamboo and purchase soil and sod and Mr. Price seconded the motion.

Mr. Linard: Are you talking about US Lawn? Is that who we are going with?

Mr. Robert Fox: Probably. I will get both of them out here again.

Mr. Linard: Okay.

On VOICE VOTE with all in favor approving a not-to-exceed amount of \$4,000 to remove bamboo and purchase soil and soil was approved.

- **Engineer (*Item 5B*)**

Mr. Greenwood: Tonja, are you ready with your report?

Ms. Stewart: I am. I have a few things that happened since the last meeting. I did receive a phone call from Bob about the map and there is a piece of property near Cherokee Rose Place that we double checked. It looks like its owned by the District through the re-platting process. I'm in the process of going back and double checking all of the items again just to make sure its correct so I think we will have a final map ready in the next week or so. I can send that over to GMS and to the Board. I also met with Bob Fox and looked at some of the road issues. I spoke with the Geotechnical Engineer and we agree that some of the cracking we are seeing is not the typical soil cement base cracking that we see on roads in the region. I did verify that the base material does not appear to have groundwater issues, which help prevent the base from seeping up through the roadway. We looked at a patch that was done many years ago that it appears that the cracking problem is a result of over time having water sit in the area. Because the one area that was attached has no problem that should help the situation go away. Now in terms of how the county is prioritizing that area, we have meetings with the Builder's Association once a month, which is how we got the road accepted by the county for future maintenance. I thought I would bring this to their attention and find out how it would be repaired. It may be that the residents may want to contact the county and request that it be done. I'm not sure how, but they will tell me. I will have more information at the next meeting. I know there's one area that the county

repaired. It appears on several occasions where a depression keeps opening up and I have not had a chance to follow up on that, except for maybe doing some Ground Penetrating Radar (GPR) testing, but I was curious to know if that hole has gotten any worse than it was when I was there a couple of weeks ago.

Mr. Robert Fox: Actually it has, Tonja and the county put up permanent lane change signs and they are going to bore and x-ray. They think it might be an anomaly.

Ms. Stewart: Okay. Then I will leave that in their hands because clearly, they repaired it on a few occasions, from what I could gather, looking at an aerial view so they must recognize the fact that there has to be additional investigation to figure out what the real root cause is. It sounds like they are handling that. That is all I have, Jason.

Mr. Greenwood: Are there any questions?

Mr. Hornbeck: Tonja, in your review of the map, are you talking about that quarter circle that is along Wood Violet Court?

Ms. Stewart: That is correct. It's across the street from Cherokee Rose Place.

Mr. Hornbeck: Right, but what about the lot that appears on the map now as CDD property, but is actually a house?

Ms. Stewart: We are reviewing that too. I have not finished the review. I will follow up on that too.

Mr. Hornbeck: Okay, great. Thank you.

Ms. Stewart: You're welcome.

Ms. Stewart left the meeting.

E. CDD Manager - Action Items List

Mr. Hornbeck: What is the status of the monument lighting that was on the Action Items List, which was approved at the December meeting for \$3,400? At the last meeting, we were waiting for the installation. Was that completed?

Mr. Robert Fox: Yes. We added one more light so the total was \$3,500.

Mr. Greenwood: We will remove it from the list.

SIXTH ORDER OF BUSINESS**Financial Reports****A. Approval of Check Run Summary**

Mr. Mossing: The total of the Check Run Summary is \$144,456.02. Does the Board have any questions or comments? If not, we need a motion to approve it.

Mr. Hornbeck: On the third page, what did we purchase from Propet Distributors, Inc. for \$500?

Mr. Scheerer: Those were the dog station trash bags. Propet Distributors is a distributor for a company called Doggie Pot.

Mr. Hornbeck: I see that we corrected the column issue. Right, Jason?

Mr. Greenwood: Yes.

Mr. Hornbeck: That is all I had. We are done with Vesta Properties, right?

Mr. Mossing: Yes.

Mr. Hornbeck: So they will no longer appear on the summary?

Mr. Mossing: We are done with them, but their last bill is through January.

Mr. Hornbeck: So that should be the final one and we are not a month ahead or a month behind, right?

Mr. Most: They pulled the plug on the 31st.

Mr. Hornbeck: So there should be no more checks cut to them. Right?

Mr. Robert Fox: There will be because any of the expenses that were paid up to that point went to them and we may not have received them.

Mr. Most: The Amex purchases were dismissed.

Mr. Mossing: The supplies were only through 12/31 so there may be another reimbursement.

Mr. Hornbeck: I understand.

Mr. Most: Purchases are through January 31st.

Mr. Hornbeck: But there won't be the monthly fee of \$42.74. Correct?

Mr. Most: Yes.

Mr. Hornbeck: I would ask that you make sure we are not double paying them.

Mr. Most: No it actually came down to \$22.60 that was an issue.

Mr. Robert Fox: But we fixed it.

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

B. Approval of Combined Balance Sheet

Mr. Mossing: No action is required by the Board, but if you have any questions about the financial reports, I would be happy to address those.

SEVENTH ORDER OF BUSINESS Adjournment

Mr. Hornbeck: Let's set a date for the special meeting. How about the 28th?

Mr. Linard: That's a Thursday, the last day of the month.

Mr. Hornbeck: The 14th was the regular meeting, so how about the 25th?

Mr. Price: I'm out of town from the 25th until the 28th. So, we are changing the name of the workshop to a special meeting for the 25th.

Mr. Hornbeck: Yes. Is everyone good with that?

Mr. Linard: I am.

Mr. Hornbeck: Bobby?

Mr. Bobby Fox: Yes.

Mr. Hornbeck: So it will be on February 25th at 6:00 p.m. That is predicated on Mr. Yahn being completed with his scope of work report. Right?

Mr. Linard: Right. If he isn't done, are we cancelling it?

Mr. Hornbeck: Yes. That is one of the primary purposes of having that meeting.

Mr. Mossing: We need 10 days in order to get the advertisement into the newspaper. The cutoff is the 14th and 15th.

Mr. Linard: We can always cancel. If he doesn't have it, then there's no sense in meeting.

Mr. Mossing: I'm just telling you we may need to advertise before we know for sure.

Mr. Hornbeck: He proposed or he said that he was pretty sure he would have it done by the 20th. So, if you contact him about the required period of time ahead that you need to do the advertising or a couple of days before that and he says, "Yeah I guarantee I'm going to

have it tomorrow" then he should know by then. He should know by now whether he will have it for us or not. Right?

Mr. Scheerer: I'm sending him another email as we sit.

Mr. Biondolino: How much does it cost us to advertise?

Mr. Mossing: It's not that much. Probably less than \$100 or maybe \$150.

Mr. Friscia: Do you want District Counsel at that special meeting?

Mr. Hornbeck: Yes, I think so. Right after that meeting, we need counsel input on how that RFP is put together; although GMS will handle that, but want you to be looking at it.

Mr. Scott: May I address the Board please?

Mr. Hornbeck: Yes.

Mr. Scott: How is everyone doing? I am with Blue Tech Services. We are a full-service pressure washing company so it's ironic that this subject came up today that you need sidewalks and the walls pressure cleaned. We are offering a service to come out and pressure clean all of your sidewalks, clean walls and apply a sealer. This sealer is specifically designed for white concrete. It repels all water. We have a five-year warranty on this product. There is also a ten-year warranty where if you see any water intrusion or any mold, we come out and take care of it for you at no charge.

Mr. Hornbeck: Work with Mr. Fox who is our Property Director and give the details to him including the specs on that product. If the walls are included that's great, but it's like two different issues. We are looking at it from a standpoint of an ongoing project, unlike painting the Golden Gate Bridge. No matter what end you end on, you go right back to the other end and start again. Now with your product the way it sounds, we wouldn't necessarily need to do that.

Mr. Scott: Correct. Even though your walls are stained, this product can be applied over the stains and it will remove any stains so during the pressure washing process, we use soft wash to remove the mold. Once the mold is removed, we come back and apply the seal. Even though your walls are stained, we can apply the sealer over the stain. It will not cause any damage to the walls.

February 11, 2019

Dupree Lakes CDD

Mr. Hornbeck: Alright, so work with Mr. Fox and thank you for coming. Do you live in the community?

Mr. Scott: I do not; however, out of all the CDD meetings that I've gone to, this one is a well-oiled ship.

On MOTION by Mr. Hornbeck seconded by Mr. Robert Fox with all in favor setting a special meeting on February 25, 2019 at 6:00 P.M. at this location was approved.

On MOTION by Mr. Price seconded by Mr. Hornbeck with all in favor the meeting was adjourned.

Secretary/ Assistant Secretary

Chairman/Vice Chairman

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March 8, 2019

Board of Directors
Dupree Lakes Homeowners Association, Inc.
c/o EnProVera Property Advisors, LLC.
150 E. Bloomingdale Ave., Suite 180
Brandon, FL 33511

Re: Rental of CDD Clubhouse Facility

Dear Board:

It was requested that this office review the Clubhouse Facility Rental Agreement and address some concerns that the District Board has about rental of the clubhouse to individuals who wish to host an event in the clubhouse. Typically, if the renter is an individual homeowner throwing a birthday party or wedding, these owners are not going to be able to obtain insurance coverage for such an event. Therefore, the District needs to make sure that it has liability insurance in place that will provide coverage in the event any entity wishes to make a claim against the District as a result of personal injury or damage being sustained while at the event. If the renter is going to be throwing an organized event that is commercial in nature, the Association should require the renter to obtain a policy that provides coverage for the event. Insurance agents issue event policies for events of this nature. If there is a craft fair being conducted in the clubhouse, the organizer of the event should be required to obtain an insurance policy naming the District as an additional insured.

You have indicated you want to verify the sufficiency of the hold harmless and identification language. This language can be modified, if you like. The language needs to clearly state that the renter agrees to indemnify and hold the District harmless from any claims being asserted by any third party or attendee or the host of the event. You need to make sure that the host of the event is primarily responsible for any claims being made by any party against the District as a result of their being in the District Clubhouse for an advertised or published event.

The language in the hold harmless and indemnification language also needs to make it clear that the District is not going to be responsible for any damage to or loss of, personal property or injury, damage or loss to a person sustained while the person is in the clubhouse facility for the event. However, as indicated above, the Association should have liability insurance in place.

Because drinking is not an issue and alcohol is prohibited in the clubhouse facility, we do not need to deal with the use of alcohol and the potential hazards that would need to be addressed that are associated with alcohol use.

It may be wise to include language that absolves the Association from responsibility for any type of food or beverage that is consumed in the clubhouse that is being served by a clubhouse renter.

It may be wise to increase the information being obtained from the proposed renter of the clubhouse facility. This information can be included on the Clubhouse Facility Renter Agreement. Language should be included that indicates the District first needs to approve of the renter and the event. Typically, you would want the District to give an approval or disapproval within seven or fourteen days of receipt of the application. Of course, this assumes that a completed application with all required information is included so that the District can properly respond to the request for rental. It would be best that the Rental Agreement not be considered an automatic right to use the facility.

Otherwise, the rules and policies set forth on page 2 of the Agreement appear acceptable. Other than some minor modifications to the hold harmless and indemnification language, the overall Agreement appears acceptable.

Please contact me with any questions you have after review. Please let us know if you would like for us to work with you and modify the Clubhouse Facility Agreement.

Very truly yours,

FRISCIA & ROSS, P.A.



Francis E. Friscia
Email: ffriscia@frpalegal.com

FEF/ajw



Stantec Consulting Services Inc.

2205 North 20th Street

Tempe, Arizona 85283 Tel: 813.223.8100

www.stantec.com Fax: 813.223.0009

F.Lic.#LC-C000170

Certificate of Authorization #37013



0 20' 400' 800'
SCALE: 1" = 400'

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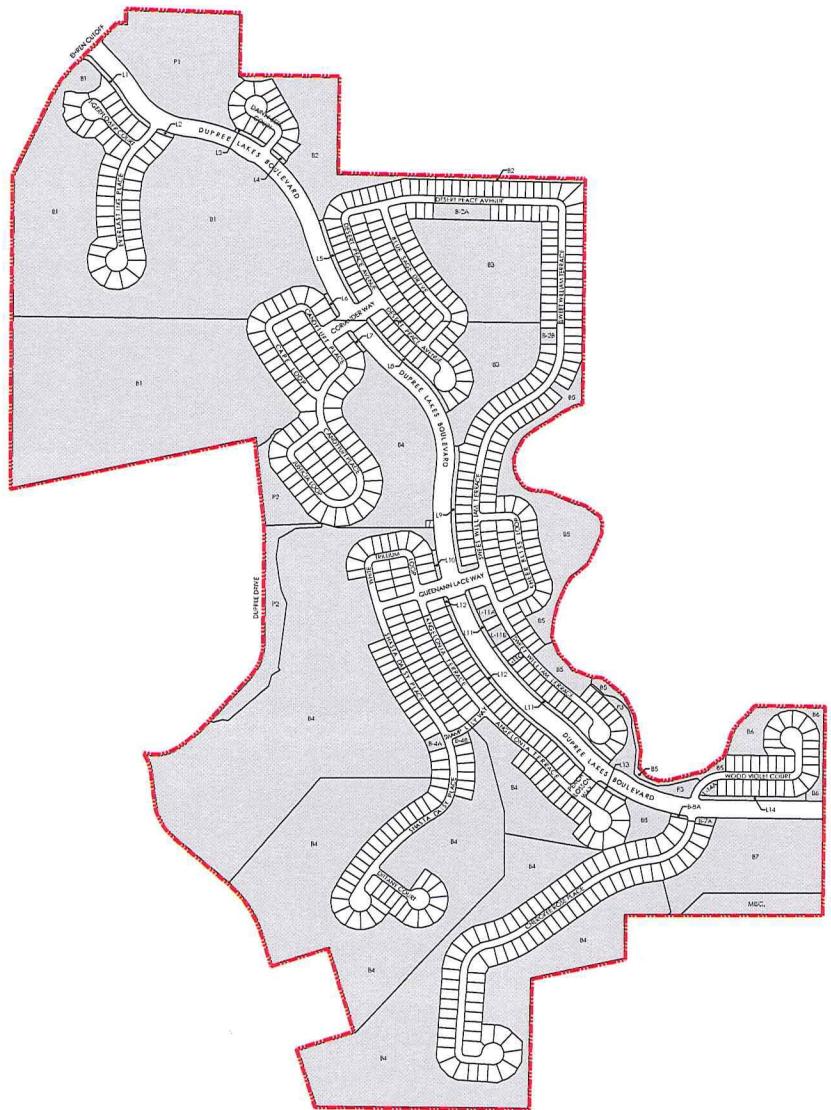
The Contractor shall verify the dimensions for all dimensions. DO
NOT scale the drawing; any errors or omissions shall be reported to
the Owner. The Owner shall verify the dimensions for all dimensions.
The Contractor is to use drawings and documents in the project by
Stantec Consulting Services Inc. for any purpose other than that
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Legend

— CDD BOUNDARY

■ OWNED BY CDD



Added recently conveyed parcels to the CDD
VH NL EKOLOS
Added tract L-1-A (Phase 2B-Partial Project)
VH TL EKOLOS
Revision
By Appd. TEAM-ED

Issued By Appd. TEAM-ED
Rev Number 215612PH400-001 On 04/09/2019
VH NL EKOLOS
Permit-Seal

Client/Project
DUPREE LAKES CDD

DUPREE LAKES COMMUNITY DEVELOPMENT DISTRICT

Pasco County, Florida

Title

CDD OWNERSHIP MAP

Project No. 215612PH400-001	Scale 1" = 400'
Drawing No. X01	Sheet 1 of 1
	Revision 0



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Tampa, Florida 33605
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SCALE: 1" = 400'

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Legend

- CDD BOUNDARY
- ACCESS/DRAINAGE EASEMENT
- DRAINAGE EASEMENT
- FENCE EASEMENT
- PERMANENT FLOOD EASEMENT
NON-EXCLUSIVE DRAINAGE EASEMENT
- UNDERGROUND UTILITY EASEMENT
- ACCESS/UTILITY EASEMENT
- UTILITY EASEMENT

Added Note U-14A (Phase 3b-Periodic Review) VN TIS 19/02/27
Revision By Assoc. YY MM DD

Issued By Assoc. YY MM DD

No. Name: 215612947 CDD RID SABINEH MAP VN NS DN 14/01/19
Drawing: Chk: Drv: YY MM DD

Permit-Seal

Client/Project
DUPREE LAKES CDD

DUPREE LAKES COMMUNITY DEVELOPMENT DISTRICT

Pasco County, Florida

Title

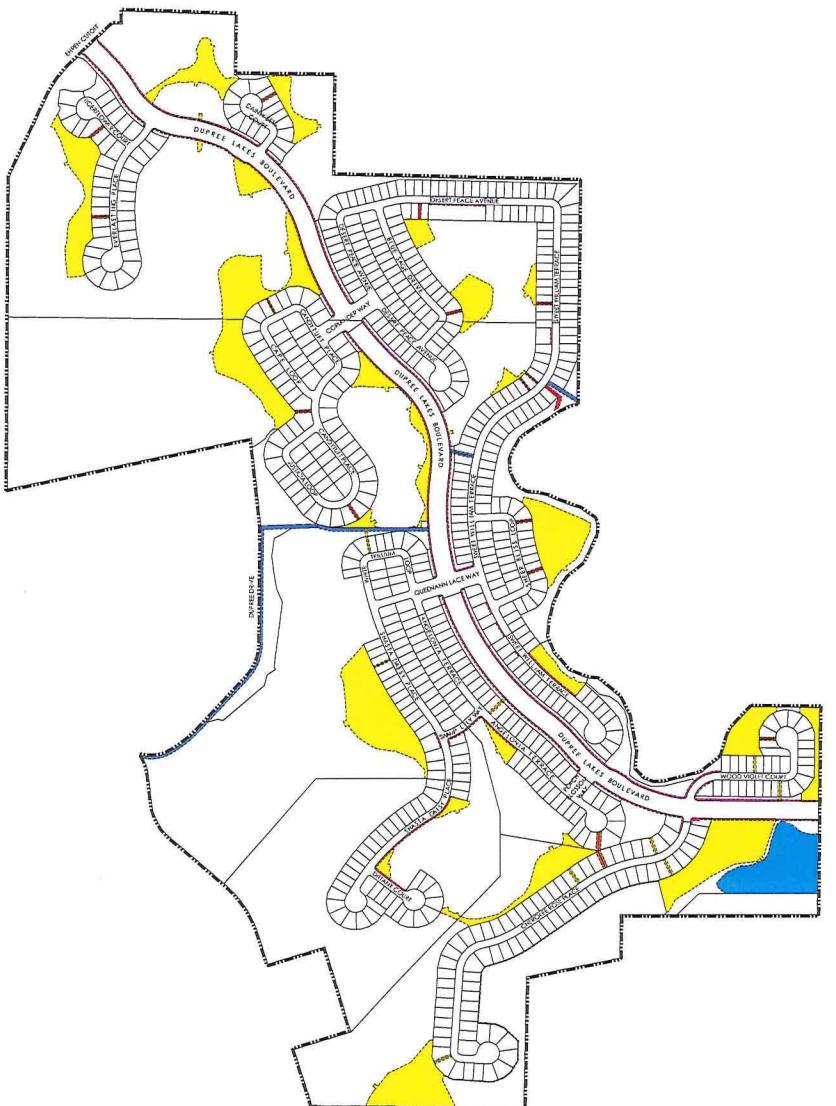
EASEMENT MAP

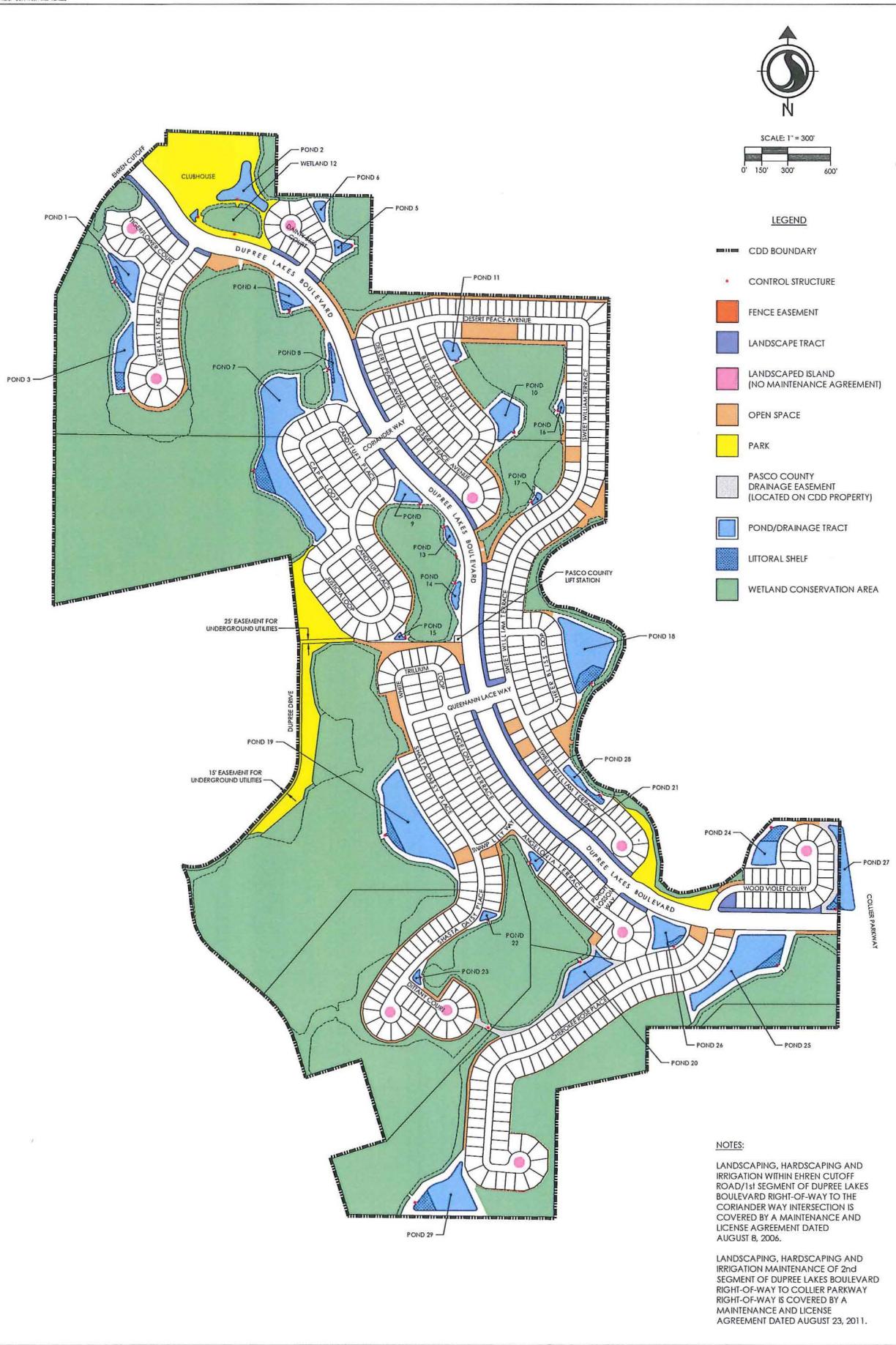
Project No. 215612947	Scale 1" = 400'
Drawing No. Sheet	Revision 0

X02

1 of 1

0





NOTES:

LANDSCAPING, HARDSCAPING AND IRRIGATION WITHIN EHREN CUTOFF ROAD/1st SEGMENT OF DUPREE LAKES BOULEVARD RIGHT-OF-WAY TO THE CORIANDER WAY INTERSECTION IS COVERED BY A MAINTENANCE AND LICENSE AGREEMENT DATED AUGUST 8, 2006.

LANDSCAPING, HARDSCAPING AND IRRIGATION MAINTENANCE OF 2nd SEGMENT OF DUPREE LAKES BOULEVARD RIGHT-OF-WAY TO COLLIER PARKWAY RIGHT-OF-WAY IS COVERED BY A MAINTENANCE AND LICENSE AGREEMENT DATED AUGUST 23, 2011.



Stantec
777 S. Federal Hwy., Suite 1000
Toll Free: 800.335.2
Tel: 813.231.5002
Fax: 813.233.0009

Client/Project
DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT

TRACT DESIGNATION MAP

Pasco County, Florida

Added Tract L14A (Phase 3b Partial Plat)
Revision

Issued

Project Number: 215612947

File Name: 215612947.Dwg

Wk: Lb: Ut: 183114

Date: Cdst: Dg: 09/04/09

Drawing No.: X06

Sheet No.: 1 of 1

Revision: 0

Dupree Lakes CDD Action Items

Item #	Action Item	Assigned To:	Status	Comments
1	Playground Mulch/Drain Quotes	J. Greenwood/C. Smith	In Process	Approved at Feb 25th Meeting
2	Tree Planting Rules	R. Fox	In Process	R. Fox to discuss issue with County
3	Landscape Scope	B. Hornbeck/C. Smith/J. Greenwood	In Process	Awaiting Discussion of Revised Scope
4	Review of Palm Tree Proposals	J. Greenwood/C. Smith	In Process	Awaiting Revised Proposals
5	Sidewalk/Curb Pressure Washing	J. Greenwood/C. Smith	In Process	Awaiting Proposals
6	Solar Panels for Clubhouse	R. Fox/J. Most	In Process	Awaiting Proposals

**Dupree Lakes
Community Development District**

Check Run Summary

March 18, 2019

Date	Check Numbers	Amount
<u>General Fund</u>		
February 7, 2019	1483-1489	\$7,558.00
February 14, 2019	1490-1496	\$14,563.90
February 28, 2019	1497-1506	\$29,593.92
<u>Capital Reserve</u>		
		\$0.00
		\$51,715.82
<u>Utilities and Autopayments</u>		
Pasco County Utility		\$1,013.83
Duke Energy		\$13,868.94
Frontier Online		\$483.23
TOTAL UTILITIES PAID ONLINE OR AUTOPAY		\$15,366.00
		\$67,081.82

DUPR -DUPREE LAKES- PPOWERS

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/07/19 PAGE 2
*** CHECK DATES 02/01/2019 - 02/28/2019 *** DUPREE LAKES - GENERAL FUND
BANK B DUPREE LAKES - WF

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	...CHECK... AMOUNT	#
		2/01/19	112	201902	330-57200-52000				*	12.44		
				GAS FOR GOLF CART								
		2/01/19	112	201902	330-57200-52000				*	38.19		
				MAINTENANCE SUPPLIES								
								GOVERNMENTAL MANAGEMENT SERVICES -			5,571.02	001492
-	-	2/14/19	00138	1/11/19	011119	201901	320-53800-46800		*	3,500.00		
								7 LOW VOLT LIGHTS				
								JOE'S ELECTRICAL SERVICES			3,500.00	001493
-	-	2/14/19	00008	2/01/19	5056	201902	330-57200-46100		*	735.00		
								FEB 19 - POOL SERVICE				
								SUNCOAST POOL SERVICE			735.00	001494
-	-	2/14/19	00022	1/22/19	66598	201901	330-57200-46300		*	45.00		
								JAN 19 - PEST CONTROL				
								TROPICARE TERMITE AND PEST CONTROL			45.00	001495
-	-	2/14/19	00123	2/02/19	1185	201902	310-51300-49510		*	95.00		
								FEB 19 - WEB MAINT				
								VGLOBALTECH			95.00	001496
-	-	2/28/19	00131	2/11/19	11713	201902	320-53800-46204		*	4,375.00		
								PLANT REMOVAL				
-	-	2/25/19		11737		201902	320-53800-46200		*	14,645.19		
								FEB 19 - LANDSCAPE MAINT				
								CARDINAL LANDSCAPING SERVICES OF			19,020.19	001497
-	-	2/28/19	00021	2/19/19	203464	201902	330-57200-52000		*	57.90		
								60 GAL LINERS				
								CLEANSWEEP SUPPLY CO., INC.			57.90	001498
-	-	2/28/19	00155	2/21/19	1259	201902	320-53800-46201		*	400.00		
								REPAIR/PAINT WALL SIGNS				
								COBRA SIGNS			400.00	001499
-	-	2/28/19	00005	2/12/19	64579390	201902	310-51300-42000		*	110.65		
								DELIVERIES THRU 2/12				
-	-	2/19/19		64658423		201902	310-51300-42000		*	17.54		
								DELIVERIES THRU 2/19				
								FEDEX			128.19	001500
-	-	2/28/19	00138	2/20/19	022019	201902	320-53800-46800		*	678.00		
								REPAIR/REPLACE TIMERS				
								JOE'S ELECTRICAL SERVICES			678.00	001501

DUPR - DUPREE LAKES- PPOWERS

Dupree Lakes CDD

Pasco County Utilities

\$ 1,608.76 \$ 3,368.58 \$ 4,876.96 \$ 5,833.33 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16 \$ 6,847.16



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97 0 1
29-10014

DUPREE LAKES

Service Address: 0 DUPREE LAKES BOULEVARD

Bill Number: 11602043

Billing Date: 2/27/2019

Billing Period: 12/28/2018 to 1/29/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.

Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0011080	01285478
Please use the 15-digit number below when making a payment through your bank	
001108001285478	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	11563816	12/28/2018	54916	1/29/2019	56087	32	1171

Usage History
Reclaimed

January 2019	1171
December 2018	1041
November 2018	1786
October 2018	2070
September 2018	1685
August 2018	1865
July 2018	1216
June 2018	1201
May 2018	1304
April 2018	1739
March 2018	2224
February 2018	1938

Transactions

Previous Bill	676.65
Payment 2/15/2019	-676.65 CR
Balance Forward	0.00
Current Transactions	
Reclaimed	
Reclaimed	1,171 Thousand Gals X \$0.65
Total Current Transactions	761.15
TOTAL BALANCE DUE	\$761.15

Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.

R E C E I V E D
MAR 04 2019
BY:



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DUPREE LAKES
5385 N NOB HILL
SUNRISE FL 33351-4761

Account #	0011080
Customer #	01285478
Balance Forward	0.00
Current Transactions	761.15

Total Balance Due	\$761.15
Due Date	3/18/2019

10% late fee will be applied if paid after due date
The Total Due will be electronically transferred on 03/18/2019.

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012854787001108041160204310000761158



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96 1 1
29-10014

DUPREE LAKES COMM. DEVELOPMENT

Service Address: **0 WOOD VIOLET CT**

Bill Number: 11602042

Billing Date: 2/27/2019

Billing Period: 12/28/2018 to 1/29/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.

Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0919260	01285367
Please use the 15-digit number below when making a payment through your bank	
091926001285367	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	12703555	12/28/2018	907	1/29/2019	907	32	0

Usage History Transactions

	Reclaimed
January 2019	0
December 2018	0
November 2018	15
October 2018	23
September 2018	21
August 2018	52
July 2018	51
June 2018	22
May 2018	24
April 2018	26
March 2018	28
February 2018	29

TOTAL BALANCE DUE \$0.00

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Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.



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Account # 0919260
Customer # 01285367

Balance Forward 0.00
Current Transactions 0.00

Total Balance Due	\$0.00
Due Date	3/18/2019

Round Up Donation to Charity
Amount Enclosed

Check this box to participate in Round-Up.

DUPREE LAKES COMM. DEVELOPMENT
5385 N NOB HILL
SUNRISE FL 33351-4761

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012853678091926071160204240000000000



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26 0 1
18-70396

DUPREE LAKES COMMUNITY DEVEL DIS

Service Address: **0 EVERLASTING LANE**

Bill Number: 11569109

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.

Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387345	01289015
Please use the 15-digit number below when making a payment through your bank	
038734501289015	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13400725	1/7/2019	916	2/6/2019	921	30	5

Usage History

Irrigation

February 2019	5.00	Previous Bill	36.42
January 2019	9.00	Payment 2/4/2019	-36.42 CR
December 2018	9.00	Balance Forward	0.00
November 2018	7.00	Current Transactions	
October 2018	9.00	Water	
September 2018	12.00	Water Base Charge	9.51
August 2018	6.00	Water Charges 5.0 Thousand Gals X \$2.99	14.95
July 2018	32.00	Total Current Transactions	24.46
June 2018	38.00		
May 2018	37.00		
April 2018	34.00		
March 2018	38.00		

Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.

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DUPREE LAKES COMMUNITY DEVEL DIS
5385 N NOB HILL RD
SUNRISE FL 333514761

Account #	0387345
Customer #	01289015
Balance Forward	0.00
Current Transactions	24.46

Total Balance Due	\$24.46
Due Date	3/4/2019

10% late fee will be applied if paid after due date
The Total Due will be electronically transferred on 03/04/2019.

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012890150038734561156910980000024462



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22 0 1
18-70396

DUPREE LAKES CDD

Service Address: 0 SHASTA DAISY PLACE

Bill Number: 11569092

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.
Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387355	01285479
Please use the 15-digit number below when making a payment through your bank	
038735501285479	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13298970	1/7/2019	677	2/6/2019	677	30	0

Usage History

Irrigation

Transactions

February 2019	0.00	Previous Bill	18.48
January 2019	3.00	Payment 2/4/2019	-18.48 CR
December 2018	5.00	Balance Forward	0.00
November 2018	5.00	Current Transactions	
October 2018	5.00	Water	
September 2018	20.00	Water Base Charge	9.51
August 2018	21.00	Total Current Transactions	9.51
July 2018	6.00	TOTAL BALANCE DUE	\$9.51
June 2018	21.00		
May 2018	20.00		
April 2018	25.00		
March 2018	25.00		

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Account # 0387355
Customer # 01285479

Balance Forward 0.00
Current Transactions 9.51

Total Balance Due	\$9.51
Due Date	3/4/2019

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 03/04/2019.

DUPREE LAKES CDD
5385 N NOB HILL RD
SUNRISE FL 333514761

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23 0 1
18-70396

DUPREE LAKES CDD

Service Address: 0 DITTANY CT

Bill Number: 11569093

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.

Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387360	01285479
Please use the 15-digit number below when making a payment through your bank	
038736001285479	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13298973	1/7/2019	662	2/6/2019	669	30	7

Usage History

Irrigation

February 2019	7.00
January 2019	7.00
December 2018	7.00
November 2018	10.00
October 2018	18.00
September 2018	28.00
August 2018	32.00
July 2018	30.00
June 2018	29.00
May 2018	26.00
April 2018	22.00
March 2018	24.00

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Account #	0387360
Customer #	01285479
Balance Forward	0.00
Current Transactions	30.44
Total Balance Due	\$30.44
Due Date	3/4/2019

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 03/04/2019.

DUPREE LAKES CDD
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24 0 1
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DUPREE LAKES COMMUNITY DEVEL DIS

Service Address: **6255 DUPREE LAKES BOULEVARD**

Bill Number: 11569107

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.
Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387330	01289015
Please use the 15-digit number below when making a payment through your bank	
	038733001289015

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	13324740	1/7/2019	2079	2/6/2019	2086	30	7

Usage History

Water

February 2019	7
January 2019	5
December 2018	12
November 2018	19
October 2018	27
September 2018	33
August 2018	53
July 2018	87
June 2018	19
May 2018	25
April 2018	25
March 2018	25



Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.

Previous Bill	97.56
Payment 2/4/2019	-97.56 CR
Past Due	
Current Transactions	
Water	0.00
Water Base Charge	19.34
Water Tier 1	7.0 Thousand Gals X \$1.88
Sewer	13.16
Sewer Base Charge	41.07
Sewer Charges	7.0 Thousand Gals X \$5.55
Total Current Transactions	38.85
TOTAL BALANCE DUE	\$112.42

*Past due balance is delinquent and subject to further fees and immediate disconnect.

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

Check this box if entering change of mailing address on back.

Account # 0387330

Customer # 01289015

Past Due 0.00

Current Transactions 112.42

Total Balance Due	\$112.42
Due Date	3/4/2019

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 03/04/2019.

DUPREE LAKES COMMUNITY DEVEL DIS
5385 N NOB HILL RD
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012890150038733021156910740000112428



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25 0 1
18-70396



DUPREE LAKES COMMUNITY DEVEL DIS

Service Address: **0 TIGERFLOWER CT**

Bill Number: 11569108

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.

Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387340	01289015
Please use the 15-digit number below when making a payment through your bank	
038734001289015	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13384632	1/7/2019	920	2/6/2019	927	30	7

Usage History

	Irrigation
February 2019	7.00
January 2019	13.00
December 2018	14.00
November 2018	13.00
October 2018	14.00
September 2018	22.00
August 2018	14.00
July 2018	1.00
June 2018	7.00
May 2018	18.00
April 2018	21.00
March 2018	26.00

Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.

RECEIVED
FEB 20 2019
BY [Signature]

Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net



Check this box if entering change of mailing address on back.

DUPREE LAKES COMMUNITY DEVEL DIS
5385 N NOB HILL RD
SUNRISE FL 333514761

PASCO COUNTY
UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION & SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

Account #	0387340
Customer #	01289015
Balance Forward	0.00
Current Transactions	30.44
Total Balance Due	\$30.44
Due Date	3/4/2019

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 03/04/2019.

012890150038734011156910810000030441



UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION &
SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES (813) 235-6012
NEW PORT RICHEY (727) 847-8131
DADE CITY (352) 521-4285
utilcustserv@pascocountyfl.net
Pay By Phone: 1-844-450-3704



27 0 1
18-70396

DUPREE LAKES COMMUNITY DEVEL DIS

Service Address: 0 DAINTY BESS CT

Bill Number: 11569110

Billing Date: 2/14/2019

Billing Period: 1/7/2019 to 2/6/2019

New Water & Sewer rates, charges, and fees take effect Oct. 1, 2018.
Please visit bit.ly/ratechanges2019 for additional details.

Account #	Customer #
0387350	01289015
Please use the 15-digit number below when making a payment through your bank	
038735001289015	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Irrig Potable	13382274	1/7/2019	749	2/6/2019	760	30	11

Usage History

	Irrigation
February 2019	11.00
January 2019	10.00
December 2018	8.00
November 2018	10.00
October 2018	8.00
September 2018	19.00
August 2018	26.00
July 2018	27.00
June 2018	26.00
May 2018	26.00
April 2018	25.00
March 2018	31.00

Transactions		
Irrigation	Previous Bill	39.41
	Payment 2/4/2019	-39.41 CR
	Balance Forward	0.00
	Current Transactions	
	Water	
	Water Base Charge	9.51
	Water Charges	10.0 Thousand Gals X \$2.99
	Water Charges	1.0 Thousand Gals X \$6.00
	Total Current Transactions	6.00
	TOTAL BALANCE DUE	\$45.41

Conserve water and check for leaks to prevent wasting water and money. Please visit www.PascoCountyUtilities.com for conservation tips.



Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

Check this box if entering change of mailing address on back.

Account # 0387350
Customer # 01289015

Balance Forward 0.00
Current Transactions 45.41

Total Balance Due	\$45.41
Due Date	3/4/2019

10% late fee will be applied if paid after due date

The Total Due will be electronically transferred on 03/04/2019.

DUPREE LAKES COMMUNITY DEVEL DIS
5385 N NOB HILL RD
SUNRISE FL 333514761

PASCO COUNTY
UTILITIES SERVICES BRANCH
CUSTOMER INFORMATION & SERVICE DEPT.
P.O. BOX 2139
NEW PORT RICHEY, FL 34656-2139

012890150038735001156911080000045418

Dupree Lakes CDD

Duke Energy

Account#	Service Address	Oct-18	Nov-18	Dec-18	Jan-19 (1)	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19
19305 70390	1 Dupree Lakes Blvd, Pump behind Retention Pond	\$ 13.86	\$ 13.74	\$ -	\$ 28.68	\$ 14.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20652 81194	6255 Dupree Lakes Blvd, Lite	\$ 455.31	\$ 501.12	\$ 486.28	\$ 429.91	\$ 431.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22296 23485	6255 Dupree Lakes Blvd, Tennis Court	\$ 27.96	\$ 27.76	\$ 29.70	\$ 28.32	\$ 25.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25403 73575	5451 Dupree Lakes Blvd, Lite	\$ 9.03	\$ 9.02	\$ 11.16	\$ 9.84	\$ 9.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26273 30430	22572 Queenann Lace Way, Lite	\$ 20.73	\$ 19.44	\$ 40.01	\$ 17.51	\$ 17.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36273 62022	22545 Queenann Lace Way, Lite	\$ 24.28	\$ 17.96	\$ 15.88	\$ 16.50	\$ 17.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36424 49306	22413 Coriander Way, Entry Lighting	\$ 30.91	\$ 26.78	\$ 30.45	\$ 30.45	\$ 28.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39694 77471	5527 Dupree Lakes Blvd, Lite	\$ 8.62	\$ 8.73	\$ 9.42	\$ 9.62	\$ 9.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51973 21239	6255 Dupree Lakes Blvd, Clubhouse	\$ 1,125.57	\$ 1,107.48	\$ 1,055.10	\$ 972.69	\$ 857.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60833 34530	000 Dupree Lakes Blvd, Lite	\$ 12,318.07	\$ 12,318.07	\$ 12,347.55	\$ 12,330.63	\$ 12,330.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
65737 11409	5397 Dupree Lakes Blvd Sign	\$ 21.91	\$ 22.25	\$ 31.71	\$ 26.43	\$ 23.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67071 29526	22855 Wood violet Ct, Lite	\$ 17.65	\$ 16.86	\$ 18.01	\$ 18.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70271 96315	6200 Dainty Bess Ct, Entry	\$ 20.13	\$ 20.29	\$ 22.16	\$ 22.41	\$ 21.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
75699 33096	6220 Everlasting Pl, Entry	\$ 19.78	\$ 19.79	\$ 16.00	\$ 20.15	\$ 20.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
76700 83063	6320 Dupree Lakes Blvd, Entry Lighting	\$ 25.12	\$ 25.92	\$ 33.10	\$ 30.45	\$ 25.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
96520 88384	22351 Coriander Way	\$ 38.84	\$ 37.30	\$ 43.78	\$ 39.76	\$ 35.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vendor # 7													
001.320.53800.43000		\$ 1,189.30	\$ 1,171.23	\$ 1,116.51	\$ 1,056.12	\$ 921.59	\$ -						
001.320.53800.43001		\$ 12,988.47	\$ 13,021.28	\$ 13,073.80	\$ 12,975.36	\$ 12,947.35	\$ -						
		\$ 14,177.77	\$ 14,192.51	\$ 14,190.31	\$ 14,031.48	\$ 13,868.94	\$ -						
		\$ 2,360.53	\$ 3,477.04	\$ 4,533.16	\$ 5,454.75								
		\$ 26,009.75	\$ 39,083.55	\$ 52,058.91	\$ 65,006.26								
		G/L Balance											

(1) Includes \$13.93 for account 19305-70390 that drafted 1/29, Dec invoice was \$0

Duke did not draft acct 20652 81194 or 51973 21239 from January invoices, error was found on invoice. Corrected amount to be drafted in March

		Dec-18	Jan-19
19305 70390	1 Dupree Lakes Blvd, Pump behind Retention Pond	(1) \$ 13.93	\$ 14.75
20652 81194	6255 Dupree Lakes Blvd, Lite	(1) \$ 486.28	\$ -
22296 23485	6255 Dupree Lakes Blvd, Tennis Court	\$ 29.70	\$ 28.32
25403 73575	5451 Dupree Lakes Blvd, Lite	\$ 11.16	\$ 9.84
26273 30430	22572 Queenann Lace Way, Lite	\$ 40.01	\$ 17.51
36273 62022	22545 Queenann Lace Way, Lite	\$ 15.88	\$ 16.50
36424 49306	22413 Coriander Way, Entry Lighting	\$ 30.45	\$ 30.45
39694 77471	5527 Dupree Lakes Blvd, Lite	\$ 9.42	\$ 9.62
51973 21239	6255 Dupree Lakes Blvd, Clubhouse	(1) \$ 1,055.10	\$ 5.95
60833 34530	000 Dupree Lakes Blvd, Lite	\$ 12,347.55	\$ 12,330.63
65737 11409	5397 Dupree Lakes Blvd Sign	\$ 31.71	\$ 26.43
67071 29526	22855 Wood violet Ct, Lite	\$ 18.01	\$ 18.13
70271 96315	6200 Dainty Bess Ct, Entry	\$ 22.16	\$ 22.41
75699 33096	6220 Everlasting Pl, Entry	\$ 16.00	\$ 20.15
76700 83063	6320 Dupree Lakes Blvd, Entry Lighting	\$ 33.10	\$ 30.45
96520 88384	22351 Coriander Way	\$ 43.78	\$ 39.76
		\$ 1,130.44	\$ 75.45
		\$ 13,073.80	\$ 12,545.45
		\$ 14,204.24	\$ 12,620.90
		\$ (13.93)	\$ 1,410.58



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER

39694 77471

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
5527 DUPREE LAKES BLVD LITE
LAND O LAKES FL 34639

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 9.06

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	006370899
PRESENT (ACTUAL)	003054
PREVIOUS (ACTUAL)	002979
DIFFERENCE	000075
TOTAL KWH	75

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$9.06 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 9.62 THANK YOU

LS-1 016 LIGHTING SER CUST OWNED/MAINTAINED MTR

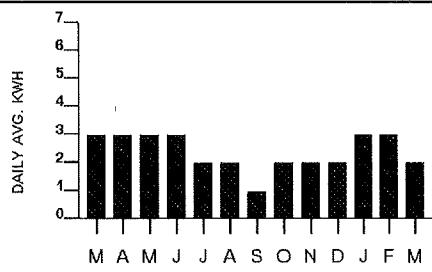
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	3.77	
ENERGY CHARGE	75 KWH @ 2.92000¢	2.19
FUEL CHARGE	75 KWH @ 3.80500¢	2.85
ASSET SECURITIZATION CHARGE	75 KWH @ 0.02700¢	0.02

*TOTAL ELECTRIC COST 8.83
GROSS RECEIPTS TAX .23

TOTAL CURRENT BILL 9.06

TOTAL DUE THIS STATEMENT \$9.06



— ENERGY USE —
DAILY AVG. USE - 2 KHH/DAY
USE ONE YEAR AGO - 3 KHH/DAY
xDAILY AVG. ELECTRIC COST - \$.28

EB72 0015235

Duke Energy

ACCOUNT NUMBER - 39694 77471

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
65737 11409

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
5397 DUPREE LAKES BLVD SIGN
LAND O LAKES FL 34639

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 23.57

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	005461403
PRESENT (ACTUAL)	007870
PREVIOUS (ACTUAL)	007787
DIFFERENCE	000083
TOTAL KWH	83

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$23.57 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 26.43 THANK YOU

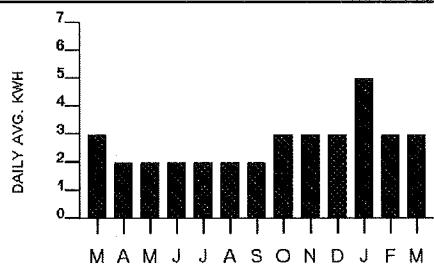
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	83 KWH @ 8.07800¢
FUEL CHARGE	83 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	83 KWH @ 0.23600¢

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

TOTAL CURRENT BILL

TOTAL DUE THIS STATEMENT \$23.57



ENERGY USE
DAILY AVG. USE - 3 KWH/DAY
USE ONE YEAR AGO - 3 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.74

EB72 0025273

Duke Energy

ACCOUNT NUMBER - 65737 11409

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

FEBRUARY 2019

ACCOUNT NUMBER
51973 21239

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6255 DUPREE LAKES BLVD,
CLUBHOUSE

DUE DATE MAR 19 2019 **TOTAL AMOUNT DUE** 1,830.26

NEXT READ MAR 27 2019 **DEPOSIT AMOUNT**
DATE ON OR **ON ACCOUNT**
ABOUT Blanket Cash

PIN: 723523734

METER READINGS

METER NO. 001017881
 PRESENT (ACTUAL) 011354
 PREVIOUS (ACTUAL) 000767
 DIFFERENCE 010587
 PRESENT ONPEAK 029453
 PREVIOUS ONPEAK 027075
 DIFFERENCE ONPEAK 002378
 TOTAL KWH 10587
 ON PEAK KWH 2378
 PRESENT KW (ACTUAL) 0025.41
 PRESENT PEAK KW 0022.62
 BASE KW 25
 ON-PEAK KW 23
 LOAD FACTOR 55.1%

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$1,830.26 ON 03/19/19
PAYMENTS RECEIVED AS OF FEB 14 2019

5.95 THANK YOU

SEM METER BASE PROTECTOR SERVICE

5.95

GSDT-1 053 GENERAL SERVICE DEM TOU SEC
 BILLING PERIOD..01-24-19 TO 02-25-19 32 DAYS
 CUSTOMER CHARGE 20.97
 ENERGY CHARGE (ON-PEAK) 2378 KWH @ 6.01000¢ 142.92
 ENERGY CHARGE(OFF-PEAK) 8209 KWH @ 1.12500¢ 92.35
 FUEL CHARGE (ON-PEAK) 2378 KWH @ 4.95600¢ 117.85
 FUEL CHARGE (OFF-PEAK) 8209 KWH @ 3.54100¢ 290.68
 DEMAND CHARGE (BASE) 25 KW @ \$6.15000 153.75
 DEMAND CHARGE (ON-PEAK) 23 KW @ \$4.49000 103.27
 ASSET SECURITIZATION CHARGE 10587 KWH @ 0.18900¢ 20.01

941.80
24.15

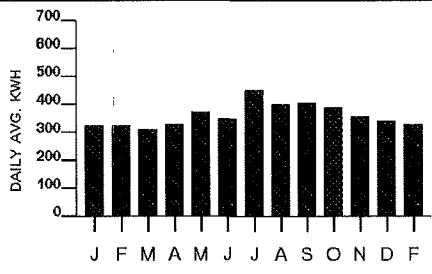
*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

971.90
858.36

TOTAL CURRENT BILL

\$1,830.26

BALANCE FORWARD



ENERGY USE
 DAILY AVG. USE - 331 KWH/DAY
 USE ONE YEAR AGO - 0 KWH/DAY
 *DAILY AVG. ELECTRIC COST - \$29.43

If your previous unpaid balance has been paid, please disregard.
 Duke Energy Florida utilized fuel in the following proportions to
 generate your power: Coal 19%, Purchased Power 16%, Gas 65%, Oil 0%,
 Nuclear 0% (for prior 12 months ending December 31, 2018).

EB72 0008779

Duke Energy

ACCOUNT NUMBER - 51973 21239

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

FEBRUARY 2019

Account Number
20652 81194

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6255 DUPREE LAKES BLVD
LITE

DUE DATE
MAR 19 2019
TOTAL AMOUNT DUE
861.42

NEXT READ
DATE ON OR
ABOUT
MAR 27 2019
DEPOSIT AMOUNT
ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

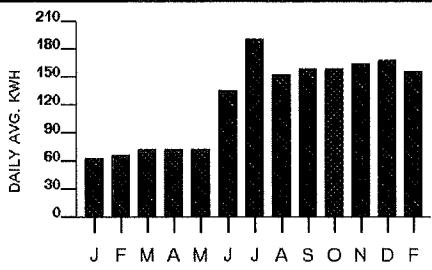
METER NO.	001017883
PRESENT (ACTUAL)	042300
PREVIOUS (ACTUAL)	037254
DIFFERENCE	005046
PRESENT ONPEAK	008778
PREVIOUS ONPEAK	007522
DIFFERENCE ONPEAK	001256
TOTAL KWH	5046
ON PEAK KWH	1256
PRESENT KW (ACTUAL)	0009.07
PRESENT PEAK KW	0009.07
BASE KW	9
ON-PEAK KW	9
LOAD FACTOR	73.0%

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$861.42 ON 03/19/19
GSDT-1 053 GENERAL SERVICE DEM TOU SEC
BILLING PERIOD..01-24-19 TO 02-25-19 32 DAYS
CUSTOMER CHARGE 20.97
ENERGY CHARGE (ON-PEAK) 1256 KWH @ 6.01000¢ 75.49
ENERGY CHARGE(OFF-PEAK) 3790 KWH @ 1.12500¢ 42.64
FUEL CHARGE (ON-PEAK) 1256 KWH @ 4.95600¢ 62.25
FUEL CHARGE (OFF-PEAK) 3790 KWH @ 3.54100¢ 134.20
DEMAND CHARGE (BASE) 9 KW @ \$6.15000 55.35
DEMAND CHARGE (ON-PEAK) 9 KW @ \$4.49000 40.41
ASSET SECURITIZATION CHARGE 5046 KWH @ 0.18900¢ 9.54

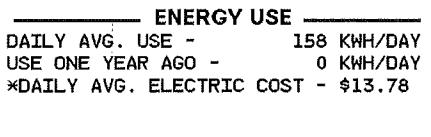
*TOTAL ELECTRIC COST 440.85
GROSS RECEIPTS TAX 11.30

TOTAL CURRENT BILL 452.15
BALANCE FORWARD 409.27

TOTAL DUE THIS STATEMENT \$861.42



If your previous unpaid balance has been paid, please disregard.
Duke Energy Florida utilized fuel in the following proportions to
generate your power: Coal 19%, Purchased Power 16%, Gas 65%, Oil 0%,
Nuclear 0% (for prior 12 months ending December 31, 2018).



EB72 0003312

Duke Energy

ACCOUNT NUMBER - 20652 81194

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER

22296 23485

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6255 DUPREE LAKES BLVD,
TENNIS CTS

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 25.46

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	002158454
PRESENT (ACTUAL)	050792
PREVIOUS (ACTUAL)	050694
DIFFERENCE	000098
TOTAL KWH	98

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$25.46 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 28.32 THANK YOU

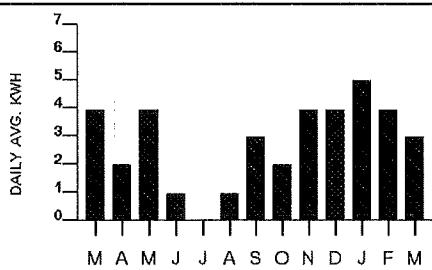
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	98 KWH @ 8.07800¢
FUEL CHARGE	98 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	98 KWH @ 0.23600¢

*TOTAL ELECTRIC COST 24.82
GROSS RECEIPTS TAX .64

TOTAL CURRENT BILL 25.46

TOTAL DUE THIS STATEMENT \$25.46



— ENERGY USE —
DAILY AVG. USE - 3 KWH/DAY
USE ONE YEAR AGO - 4 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.80

EB72 0008726

Duke Energy

ACCOUNT NUMBER - 22296 23485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
76700 83063

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6320 DUPREE LAKES BLVD,
ENTRY LIGHTING

DUE DATE
MAR 25 2019

TOTAL AMOUNT DUE
25.46

NEXT READ
DATE ON OR
ABOUT
APR 02 2019

DEPOSIT AMOUNT
ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO. 005495787
PRESENT (ACTUAL) 045465
PREVIOUS (ACTUAL) 045367
DIFFERENCE 000098
TOTAL KWH 98

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$25.46 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019

30.45 THANK YOU

GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78	
ENERGY CHARGE	98 KWH @ 8.07800¢	7.92
FUEL CHARGE	98 KWH @ 3.97400¢	3.89
ASSET SECURITIZATION CHARGE	98 KWH @ 0.23600¢	0.23

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

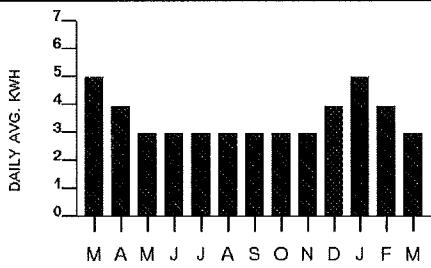
24.82
.64

TOTAL CURRENT BILL

25.46

TOTAL DUE THIS STATEMENT

\$25.46



ENERGY USE
DAILY AVG. USE - 3 KWH/DAY
USE ONE YEAR AGO - 5 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.80

EB72 0029527

Duke Energy

ACCOUNT NUMBER - 76700 83063

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
75699 33096

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6220 EVERLASTING PL., ENTRY
LAND O LAKES FL 34639

DUE DATE	TOTAL AMOUNT DUE
MAR 25 2019	20.92
NEXT READ DATE ON OR ABOUT	DEPOSIT AMOUNT ON ACCOUNT
APR 02 2019	Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	005821096
PRESENT (ACTUAL)	008622
PREVIOUS (ACTUAL)	008560
DIFFERENCE	000062
TOTAL KWH	62

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$20.92 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019

20.15 THANK YOU

GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	62 KWH @ 8.07800¢
FUEL CHARGE	62 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	62 KWH @ 0.23600¢

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

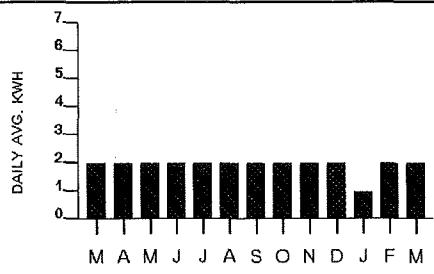
20.40
.52

TOTAL CURRENT BILL

20.92

TOTAL DUE THIS STATEMENT

\$20.92



ENERGY USE

DAILY AVG. USE - 2 KWH/DAY
USE ONE YEAR AGO - 2 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.66

EB72 0029150

Duke Energy

ACCOUNT NUMBER - 75699 33096

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

FEBRUARY 2019

ACCOUNT NUMBER

19305 70390

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
1 DUPREE LAKES BLVD PUMP,
BEHIND RET POND

DUE DATE
MAR 19 2019

TOTAL AMOUNT DUE
14.99

NEXT READ
DATE ON OR
ABOUT
MAR 27 2019

DEPOSIT AMOUNT
ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	001086143
PRESENT (ACTUAL)	000608
PREVIOUS (ACTUAL)	000593
DIFFERENCE	000015
PRESENT ONPEAK	000151
PREVIOUS ONPEAK	000147
DIFFERENCE ONPEAK	000004
TOTAL KWH	15
ON PEAK KWH	4

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$14.99 ON 03/19/19
PAYMENTS RECEIVED AS OF FEB 14 2019 28.68 THANK YOU

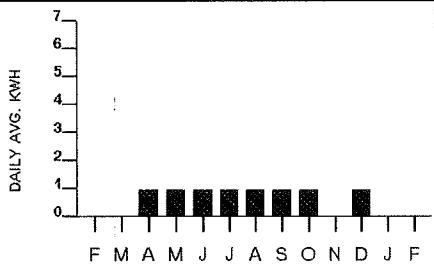
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-24-19 TO 02-25-19 32 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	1.21
FUEL CHARGE	.60
ASSET SECURITIZATION CHARGE	0.03

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX .37

TOTAL CURRENT BILL 14.99

TOTAL DUE THIS STATEMENT \$14.99



Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 19%, Purchased Power 16%, Gas 65%, Oil 0%, Nuclear 0% (for prior 12 months ending December 31, 2018).

ENERGY USE
DAILY AVG. USE - 0 KWH/DAY
USE ONE YEAR AGO - 0 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.46

EB72 0003117

Duke Energy

ACCOUNT NUMBER - 19305 70390

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
96520 88384

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
22351 CORIANDER WAY
LAND O LAKES FL 34639

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 35.42

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	001439399
PRESENT (ACTUAL)	030407
PREVIOUS (ACTUAL)	030230
DIFFERENCE	000177
TOTAL KWH	177

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$35.42 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 39.76 THANK YOU

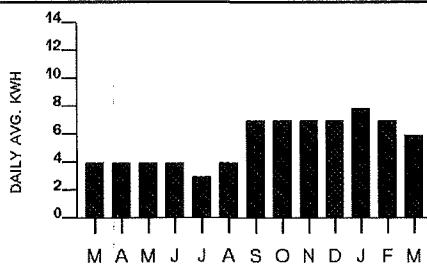
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	177 KWH @ 8.07800¢
FUEL CHARGE	177 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	177 KWH @ 0.23600¢

*TOTAL ELECTRIC COST 34.53
GROSS RECEIPTS TAX .89

TOTAL CURRENT BILL 35.42

TOTAL DUE THIS STATEMENT \$35.42



— ENERGY USE —
DAILY AVG. USE - 6 KWH/DAY
USE ONE YEAR AGO - 4 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$1.11

EB72 0037436

Duke Energy

ACCOUNT NUMBER - 96520 88384

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER

36424 49306

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
22413 CORIANDER WAY,
ENTRY LIGHTING

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 28.62

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	005825452
PRESENT (ACTUAL)	028179
PREVIOUS (ACTUAL)	028056
DIFFERENCE	000123
TOTAL KWH	123

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$28.62 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 30.45 THANK YOU

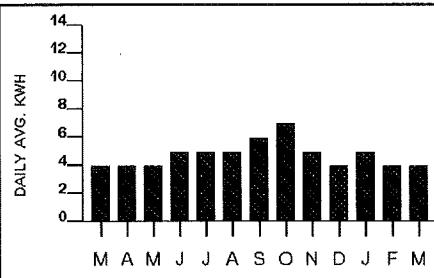
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	123 KWH @ 8.07800¢
FUEL CHARGE	123 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	123 KWH @ 0.23600¢

*TOTAL ELECTRIC COST 27.90
GROSS RECEIPTS TAX .72

TOTAL CURRENT BILL 28.62

TOTAL DUE THIS STATEMENT \$28.62



ENERGY USE
DAILY AVG. USE - 4 KWH/DAY
USE ONE YEAR AGO - 4 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.90

EB72 0014022

Duke Energy

ACCOUNT NUMBER - 36424 49306

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
70271 96315

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
6200 DAINTY BESS CT, ENTRY
LAND O LAKES FL 34639

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 21.55

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	005821099
PRESENT (ACTUAL)	011056
PREVIOUS (ACTUAL)	010989
DIFFERENCE	000067
TOTAL KWH	67

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$21.55 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 22.41 THANK YOU

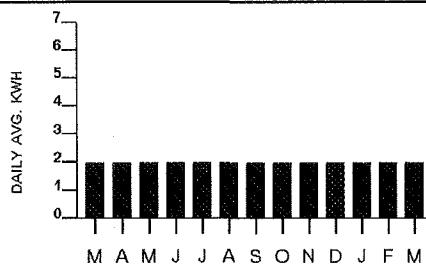
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	67 KWH @ 8.07800¢ 5.41
FUEL CHARGE	67 KWH @ 3.97400¢ 2.66
ASSET SECURITIZATION CHARGE	67 KWH @ 0.23600¢ 0.16

*TOTAL ELECTRIC COST 21.01
GROSS RECEIPTS TAX .54

TOTAL CURRENT BILL 21.55

TOTAL DUE THIS STATEMENT \$21.55



ENERGY USE
DAILY AVG. USE - 2 KWH/DAY
USE ONE YEAR AGO - 2 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.68

EB72 0027026

Duke Energy

ACCOUNT NUMBER - 70271 96315

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF SERVICE

FEBRUARY 2019

ACCOUNT NUMBER
60833 34530

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
000 DUPREE LAKES BLVD LITE
LAND O LAKES FL 34639

DUE DATE MAR 18 2019 TOTAL AMOUNT DUE 12,330.63

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT Blanket Cash

PIN: 723523734

METER READINGS

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$12,330.63 ON 03/18/19
PAYMENTS RECEIVED AS OF FEB 14 2019 12,330.63 THANK YOU

LS-1 017 LIGHTING SER COMPANY OWNED/MAINTAINED

BILLING PERIOD..01-24-19 TO 02-22-19 29 DAYS

CUSTOMER CHARGE	1.31	
ENERGY CHARGE	18669 KWH @ 2.92000¢	545.13
FUEL CHARGE	18669 KWH @ 3.80500¢	710.36
ASSET SECURITIZATION CHARGE	18669 KWH @ 0.04100¢	7.65

*TOTAL ELECTRIC COST 1,264.45

EQUIPMENT RENTAL FOR:

381 DEC CONC VIC II 16
381 SVGACR 9500

Fixture Total	10,378.44
Maintenance Total	655.32
Gross Receipts Tax	32.42

TOTAL CURRENT BILL 12,330.63

TOTAL DUE THIS STATEMENT \$12,330.63

Duke Energy Florida utilized fuel in the following proportions to generate your power: Coal 19%, Purchased Power 16%, Gas 65%, Oil 0%, Nuclear 0% (for prior 12 months ending December 31, 2018).

ENERGY USE

DAILY AVG. USE - 644 KWH/DAY
USE ONE YEAR AGO - 622 KWH/DAY
*DAILY AVG. ELECTRIC COST -\$424.08

EB72 0019012

Duke Energy

ACCOUNT NUMBER - 60833 34530

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
25403 73575

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
5451 DUPREE LAKES BLVD LITE
LAND O LAKES FL 34639

DUE DATE
MAR 25 2019 TOTAL AMOUNT DUE
9.27

NEXT READ
DATE ON OR
ABOUT
APR 02 2019 DEPOSIT AMOUNT
ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	005833944
PRESENT (ACTUAL)	003217
PREVIOUS (ACTUAL)	003139
DIFFERENCE	000078
TOTAL KWH	78

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR **\$9.27** ON **03/25/19**
PAYMENTS RECEIVED AS OF FEB 19 2019

9.84 THANK YOU

LS-1 016 LIGHTING SER CUST OWNED/MAINTAINED MTR
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	3.77	
ENERGY CHARGE	78 KWH @ 2.92000¢	2.28
FUEL CHARGE	78 KWH @ 3.80500¢	2.97
ASSET SECURITIZATION CHARGE	78 KWH @ 0.02700¢	0.02

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

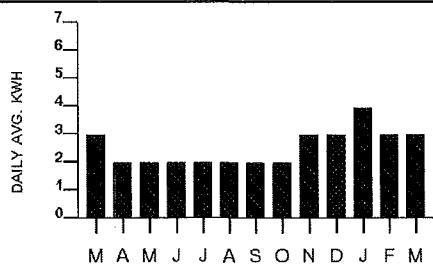
9.04
.23

TOTAL CURRENT BILL

9.27

TOTAL DUE THIS STATEMENT

\$9.27



— ENERGY USE —
DAILY AVG. USE - 3 KWH/DAY
USE ONE YEAR AGO - 3 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.29

EB72 0009865

Duke Energy

ACCOUNT NUMBER - **25403 73575**

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER

36273 62022

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
22545 QUEENANN LACE WAY
LITE

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 16.88

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	000408003
PRESENT (ACTUAL)	006135
PREVIOUS (ACTUAL)	006105
DIFFERENCE	000030
TOTAL KWH	30

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$16.88 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 16.50 THANK YOU

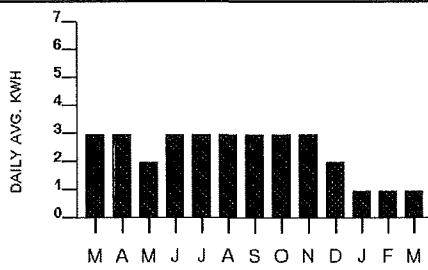
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78	
ENERGY CHARGE	30 KWH @ 8.07800¢	2.42
FUEL CHARGE	30 KWH @ 3.97400¢	1.19
ASSET SECURITIZATION CHARGE	30 KWH @ 0.23600¢	0.07

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX
16.46
.42

TOTAL CURRENT BILL
16.88

TOTAL DUE THIS STATEMENT
\$16.88



— ENERGY USE —
DAILY AVG. USE - 1 KWH/DAY
USE ONE YEAR AGO - 3 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.53

EB72 0013972

Duke Energy

ACCOUNT NUMBER - 36273 62022

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
26273 30430

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
22572 QUEENANN LACE WAY
LITE

DUE DATE MAR 25 2019 TOTAL AMOUNT DUE 17.01

NEXT READ DATE ON OR DEPOSIT AMOUNT
ABOUT APR 02 2019 ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	001783764
PRESENT (ACTUAL)	006094
PREVIOUS (ACTUAL)	006063
DIFFERENCE	000031
TOTAL KWH	31

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR \$17.01 ON 03/25/19
PAYMENTS RECEIVED AS OF FEB 19 2019 17.51 THANK YOU

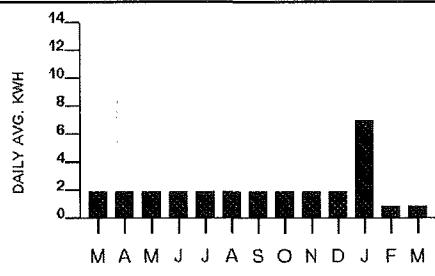
GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	31 KWH @ 8.07800¢
FUEL CHARGE	31 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	31 KWH @ 0.23600¢

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX
16.58
.43

TOTAL CURRENT BILL
17.01

TOTAL DUE THIS STATEMENT
\$17.01



ENERGY USE
DAILY AVG. USE - 1 KWH/DAY
USE ONE YEAR AGO - 2 KWH/DAY
*DAILY AVG. ELECTRIC COST - \$.53

EB72 0010213

Duke Energy

ACCOUNT NUMBER - 26273 30430

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



STATEMENT OF ELECTRIC SERVICE

MARCH 2019

ACCOUNT NUMBER
67071 29526

FOR CUSTOMER SERVICE OR
PAYMENT LOCATIONS CALL:
1-877-372-8477

WEB SITE: www.duke-energy.com

TO REPORT A POWER OUTAGE:
1-800-228-8485

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351

SERVICE ADDRESS
22855 WOOD VIOLET CT LITE
LAND O LAKES FL 34639

DUE DATE
MAR 25 2019 TOTAL AMOUNT DUE
17.90

NEXT READ
DATE ON OR
ABOUT
APR 02 2019 DEPOSIT AMOUNT
ON ACCOUNT
Blanket Cash

PIN: 723523734

METER READINGS

METER NO.	001775924
PRESENT (ACTUAL)	003285
PREVIOUS (ACTUAL)	003247
DIFFERENCE	000038
TOTAL KWH	38

YOUR PAYMENT FOR THIS STATEMENT WILL BE ELECTRONICALLY PROCESSED
FOR **\$17.90** ON **03/25/19**
PAYMENTS RECEIVED AS OF FEB 19 2019

18.13 THANK YOU

GS-1 060 GENERAL SERVICE - NON DEMAND SEC
BILLING PERIOD..01-29-19 TO 03-01-19 31 DAYS

CUSTOMER CHARGE	12.78
ENERGY CHARGE	38 KWH @ 8.07800¢
FUEL CHARGE	38 KWH @ 3.97400¢
ASSET SECURITIZATION CHARGE	38 KWH @ 0.23600¢

*TOTAL ELECTRIC COST
GROSS RECEIPTS TAX

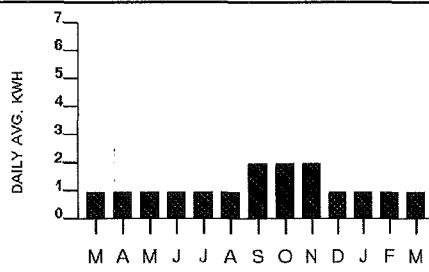
17.45
.45

TOTAL CURRENT BILL

17.90

TOTAL DUE THIS STATEMENT

\$17.90



ENERGY USE

DAILY AVG. USE -	1 KWH/DAY
USE ONE YEAR AGO -	1 KWH/DAY
*DAILY AVG. ELECTRIC COST -	\$.56

EB72 0025805

Duke Energy

ACCOUNT NUMBER - **67071 29526**

DUPREE LAKES COMM DEV DIST
% GOVERMENTAL MGMT SERVICES
5385 N NODHILL RD
SUNRISE FL 33351



DUPREE LAKES COMMUNITY
Your Monthly Invoice

Page 1 of 4

Account Summary

New Charges Due Date	2/28/19
Billing Date	2/04/19
Account Number	813-995-9482-072711-5
PIN	4113
Previous Balance	483.23
Payments Received Thru 1/27/19	-483.23
Thank you for your payment!	
Balance Forward	.00
New Charges	483.23
Total Amount Due	\$483.23

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----- manifest line -----

www.ijerph.org

DUPREE LAKES COMMUNITY
5385 N NOB HILL RD
SUNRISE, FL 33351-4761

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IF YOU HAVE ANY QUESTIONS, BILLING CONCERNs, OR A RECURRING ISSUE, PLEASE CONTACT OUR FLORIDA-BASED CUSTOMERCARE TEAM AT 1-888-457-4110. OUR FLORIDA TEAM IS EAGER TO HELP YOU GET SPECIALIZED ATTENTION.

PAYING YOUR BILL

Pay online, by phone, by mail or at any Authorized Payment Location. Paying by check authorizes Frontier to make a one-time electronic funds transfer from your account, as early as the day your check is received. Visit Frontier.com to set up recurring electronic payments to streamline bill payment.

LATE PAYMENTS, RETURNED CHECK FEES and PAST DUE BALANCES

You are responsible for all legitimate, undisputed charges on your bill. If you pay your bill after the due date, you may be charged a fee (including a Treatment Charge if your account has been delinquent for 3 consecutive months and your past due balance is greater than \$99), your service may be interrupted and you may have to pay a reconnection charge to restore service. A fee may be charged for a check that is returned by the bank for any reason. Continued nonpayment of undisputed charges (incl. 900 and long distance charges) may result in collection action and a referral to credit reporting agencies, which may affect your credit rating. When making an online payment, please allow time for the transfer of funds. If the funds are not received by Frontier by the due date, a fee may be assessed.

IMPORTANT CONSUMER MESSAGES

You must pay all basic local service charges to avoid basic local service disconnection. Failure to pay other charges will not cause disconnection of your basic service but this may cause other services to be terminated. Frontier Bundles may include charges for both basic and other services.

Frontier periodically audits its bills to ensure accuracy which may result in a retroactive or future billing adjustment.

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Visit Frontier.com/terms, Frontier.com/tariffs or call customer service for information on applicable tariffs, price lists and other important Terms, Conditions and Policies ("Terms") related to your Frontier services - voice, internet and/or video - including limitations of liability, and early termination fees and the effective date of and billing for the termination of service(s). Frontier's Terms, include a binding arbitration provision to resolve customer disputes (Frontier.com/terms/arbitration). Subscribers to Frontier's TV and Internet services are billed one full month in advance. If you cancel your TV and/or Internet service subscription, termination of your service subscription(s) and any early termination fees will be effective on the last day of your Frontier billing cycle. No partial month credits or refunds will be provided for previously billed service subscriptions. We encourage you to review the Terms as they contain important information about your rights and obligations, and ours. By using or paying for Frontier services, you are agreeing to these Terms and that disputes will be resolved by individual arbitration.

Hard of Hearing, Deaf, Blind, Vision and /or Mobility Impaired customers may call 1-877-462-6606 to reach a consultant trained to support their communication needs.



CURRENT BILLING SUMMARY

Local Service from 02/04/19 to 03/03/19

DUPREE LAKES COMMUNITY

Page 3 of 4

Date of Bill

2/04/19

Account Number

813-995-9482-072711-5

Qty Description	Order Number	Effective Dates	Charge
Basic Charges	813/995-9482.0		
2 FTR Solutions for Business Addl Line Total Unlimited Pak			170.00
FTR Solutions for Business Total Pak Unlimited			87.00
3 Acc Rec Chrg Multi-Ln Ctx			7.17
3 Federal Subscriber Line Charge			25.44
Federal Excise Tax			.97
Federal USF Recovery Charge			6.54
FCA Long Distance - Federal USF Surcharge			9.00
FL State Communications Services Tax			15.01
FL State Gross Receipts Tax			7.67
County Communications Services Tax			7.46
3 FL Telecommunications Relay Service			.30
3 Pasco County 911 Surcharge			1.20
Total Basic Charges			337.76
Non Basic Charges			
Frontier Secure Business Security Pro Plus Bundle			25.99
FiOS Internet 75/75 Static			144.99
Frontier Business Texting - Economy			7.99
Other Charges-Detailed Below			8.84
Partial Month Charges-Detailed Below			-117.00
Federal Excise Tax			.25
FCA Long Distance - Federal USF Surcharge			1.32
FL State Communications Services Tax			-4.81
FL State Gross Receipts Tax			-2.46
County Communications Services Tax			-2.40
County Sales Tax			.04
FL State Sales Tax			.24
Total Non Basic Charges			62.99
Video			
FiOS TV - Business Preferred Public			99.99
2 HD Set Top Box			25.98
Other Charges-Detailed Below			6.00
Partial Month Charges-Detailed Below			-45.00
FCC Regulatory Recovery Fee			.07
Broadcast TV Surcharge			5.49
FL Video Communications Service Tax			3.28
FL State Gross Receipts Tax			1.68
County Video Communications Services Tax			1.63
County Sales Tax			.26
FL State Sales Tax			1.56
Total Video			100.94
Toll/Other			
Other Charges-Detailed Below			4.99
Partial Month Charges-Detailed Below			-19.00
FCA Long Distance - Federal USF Surcharge			-2.80
FL State Communications Services Tax			-.82
FL State Gross Receipts Tax			-.42
County Communications Services Tax			-.41
Total Toll/Other			-18.46

TOTAL 483.23

** ACCOUNT ACTIVITY **

CUSTOMER TALK

If your bill reflects that you owe a Balance Forward, you must make a payment immediately in order to avoid collection activities. You must pay a minimum of \$206.57 by your due date to avoid disconnection of your local service. All other charges should be paid by your due date to keep your account current.

Important Information About Your Equipment...

If you change or cancel your service, you must return rented equipment. To facilitate equipment return, Frontier will send you a prepaid return mailer at the time of your order change/cancellation. Equipment that is not returned or is received damaged (except for reasonable wear and tear) is subject to a substantial fee. Additional return mailers can be requested at www.frontier.com/returns

Closed Captioning Contact Information...

If you have a question or concern about closed captioning on any program, please call Frontier at 1-877-462-6606. You can also send written correspondence by fax to 1-304-340-0283, by email to Video.Closed.Caption@ftr.com, or by mail to Frontier, 1500 MacCorkle Avenue, Charleston, WV 25396, Attn: Anthony Kasey, Manager.

For up-to-date channel information please visit:
<http://frontier.com/channelupdates>

If your unresolved complaint involves FiOS TV, an additional contact may be under Local Franchise Authority.
Local Franchise Authority - FiOS TV
Your FCC Community ID is: FL1308

Order Number Effective Dates

1 Federal Primary Carrier Centrex Line	AUTOCH	2/04	2.20
813/995-9488		Subtotal	2.20
1 Business High Speed Internet Fee	AUTOCH	2/04	3.99
1 Regional Sports Fee	AUTOCH	2/04	6.00
1 Frontier Road Work Recovery Surcharge	AUTOCH	2/04	1.25
Frontier Business Texting - Economy - Credit	AUTOCH	2/04	-3.00
1 Federal Primary Carrier Centrex Line	AUTOCH	2/04	2.20
1 Carrier Cost Recovery Surcharge	AUTOCH	2/04	4.99
813/995-9482		Subtotal	15.43
1 Federal Primary Carrier Centrex Line	AUTOCH	2/04	2.20



DUPREE LAKES COMMUNITY

Page 4 of 4

Date of Bill

2/04/19

Account Number

813-995-9482-072711-5

Qty	Description	Order Number	Effective Dates	
	813/996-7950			Subtotal 2.20
Partial Month Charges				
	LD Discount Freedom Bus	PROMOTION	2/04 3/03	-6.00
	CustoDiscount Sol for Bus	PROMOTION	2/04 3/03	-46.00
	813/995-9468		Subtotal	-52.00
	Secure BB Business	PROMOTION	2/04 3/03	-5.00
	Fios TV Discount for Bus	PROMOTION	2/04 3/03	-45.00
	LD Discount Freedom Bus	PROMOTION	2/04 3/03	-7.00
	CustoDiscount Sol for Bus	PROMOTION	2/04 3/03	-20.00
	813/995-9482		Subtotal	-77.00
	LD Discount Freedom Bus	PROMOTION	2/04 3/03	-6.00
	CustoDiscount Sol for Bus	PROMOTION	2/04 3/03	-46.00
	813/996-7950		Subtotal	-52.00

Subtotal -161.17

CIRCUIT ID DETAIL

10/KQXA/942801 /VZFL

Detail of Frontier Charges

Toll charged to 813/996-7950

Ref #	Date	Time	Min	*Type	Place and Number Called	Charge
E	1 JAN 21	12:50P	1.0	DD	SARASOTA FL (941)341-0073	.00 U
					Subtotal	.00
					813/996-7950	

Detail of Frontier Com of America Charges

Toll charged to 813/995-9468

Ref #	Date	Time	Min	*Type	Place and Number Called	Charge
E	2 JAN 30	11:04A	1.0	DD	WILKSBARRE PA (570)830-3795	.00 U
E	3 JAN 30	11:11A	.4	DD	JACKSONVL FL (904)355-1832	.00 U
E	4 JAN 30	11:13A	.4	DD	JACKSONVL FL (904)355-1832	.00 U
E	5 JAN 30	2:49P	.8	DD	WILKSBARRE PA (570)830-3795	.00 U
					Subtotal	.00
					813/995-9468	

Legend Call Types:
DD - Day**Caller Summary Report**

	Calls	Minutes	Amount
813/995-9468	4	2	.00
813/996-7950	1	1	.00
***Customer Summary	5	3	.00

Caller Summary Report

	Calls	Minutes	Amount
Intra-Lata	1	1	.00
Interstate	2	1	.00
Intrastate	2	.00	
***Customer Summary	5	3	.00

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
January 31, 2019

		<u>Governmental Fund Types</u>			Totals (Memorandum Only)
		General	Debt Service	Capital Projects	
ASSETS:					
10100-300-10200	Cash - Wells Fargo	\$6,851	---	\$20,000	\$26,851
10100-300-10400	Cash - Region Money Market	\$144,808	---	---	\$144,808
13100-700-10000	Due From General Fund	---	\$2,554	---	\$2,554
13100-300-10000	Due From Other	\$1,497	---	---	\$1,497
<i>Investments:</i>					
15100-300-10000	State Board	\$715,722	---	---	\$715,722
15100-600-10000	State Board - Capital Reserve <i>Series 2015</i>	---	---	\$88,060	\$88,060
15100-700-01100	Reserve	---	\$157,250	---	\$157,250
15100-700-01200	Interest	---	\$60	---	\$60
15100-700-01300	Revenue	---	\$453,104	---	\$453,104
15100-600-01100	Construction	---	---	\$39,735	\$39,735
15500-500-10000	Prepaid Expenses	\$0	---	---	\$0
TOTAL ASSETS		\$868,878	\$612,967	\$147,795	\$1,629,640
LIABILITIES:					
20200-300-1000	Accounts Payable	\$33,423	---	---	\$33,423
20700-300-1000	Due to Debt Service	\$2,554	---	---	\$2,554
FUND BALANCES:					
27100-300-0000	Restricted for Debt Service	---	\$612,967	---	\$612,967
27100-300-0000	Restricted for Capital Reserves	---	---	\$108,060	\$108,060
27100-300-0000	Restricted for Capital Projects	---	---	\$39,735	\$39,735
27100-300-0000	Unassigned Fund Balance	\$832,900	---	---	\$832,900
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS		\$868,878	\$612,967	\$147,795	\$1,629,640

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
Statement of Revenues & Expenditures
For the Period Ended January 31, 2019

<u>G/L Code:</u>	<u>REVENUES:</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 01/31/19</u>	<u>ACTUAL THRU 01/31/19</u>	<u>VARIANCE</u>
36100-300-10000	Interest Income	\$4,200	\$1,400	\$3,851	\$2,451
36300-300-10000	Maintenance Assessments	\$792,866	\$772,957	\$772,957	\$0
36900-300-10000	Clubhouse Rentals	\$5,000	\$1,667	\$1,100	(\$567)
	TOTAL REVENUES	\$802,066	\$776,024	\$777,908	\$1,884
	EXPENDITURES:				
	<u>ADMINISTRATIVE:</u>				
51300-310-11000	Supervisor Fees	\$12,000	\$4,000	\$6,000	(\$2,000)
51300-310-21000	FICA Taxes	\$918	\$306	\$459	(\$153)
51300-310-31100	Engineering	\$7,500	\$2,500	\$5,978	(\$3,478)
51300-310-31200	Arbitrage	\$600	\$0	\$0	\$0
51300-310-31400	Assessment Roll	\$5,150	\$5,150	\$5,150	\$0
51300-310-31500	Attorney	\$30,000	\$10,000	\$9,700	\$300
51300-310-32200	Annual Audit	\$3,900	\$0	\$0	\$0
51300-310-32300	Trustee Fees	\$4,000	\$0	\$0	\$0
51300-310-34000	Management Fees	\$61,500	\$20,500	\$20,500	\$0
51300-310-41000	Telephone	\$500	\$167	\$39	\$128
51300-310-42000	Postage	\$3,000	\$1,000	\$921	\$79
51300-310-42500	Printing & Binding	\$2,000	\$667	\$426	\$241
51300-310-45000	Insurance	\$6,562	\$6,562	\$5,965	\$597
51300-310-48000	Legal Advertising	\$1,000	\$333	\$275	\$59
51300-310-49000	Other Current Charges	\$1,600	\$533	\$800	(\$266)
51300-310-49200	Property Taxes	\$2,150	\$2,150	\$1,651	\$499
51300-310-49510	Website Development	\$1,200	\$400	\$480	(\$80)
51300-310-51000	Office Supplies	\$1,200	\$400	\$272	\$128
51300-310-54000	Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
	TOTAL ADMINISTRATIVE EXPENDITURES	\$144,955	\$54,843	\$58,790	(\$3,947)
	<u>FIELD</u>				
53800-320-34500	Security	\$27,000	\$13,200	\$13,200	\$0
53800-320-43000	Electric	\$16,157	\$5,386	\$4,533	\$852
53800-320-43001	Street Lighting	\$155,500	\$51,833	\$52,059	(\$226)
53800-320-43100	Water	\$34,000	\$11,333	\$5,833	\$5,500
53800-320-43200	Solid Waste Assessment	\$1,000	\$1,000	\$934	\$66
53800-320-46200	Landscape Maintenance	\$164,245	\$54,748	\$58,581	(\$3,832)
53800-320-46201	Entry & Walls Maintenance	\$9,000	\$3,000	\$0	\$3,000
53800-320-46202	Annuals	\$9,900	\$3,300	\$2,625	\$675
53800-320-46203	Mulching	\$10,000	\$3,333	\$0	\$3,333
53800-320-46204	Landscape Contingency	\$15,000	\$5,000	\$3,330	\$1,670
53800-320-46050	Infill-plants Replacement	\$5,000	\$1,667	\$225	\$1,442
53800-320-46300	Mitigation Monitoring	\$7,500	\$2,500	\$1,700	\$800
53800-320-46301	Open Areas/Conservation Maintenance	\$5,000	\$1,667	\$0	\$1,667
53800-320-46400	Aquatic Control	\$9,948	\$3,316	\$3,316	\$0
53800-320-46500	Lake Bank Maintenance	\$5,000	\$1,667	\$0	\$1,667
53800-320-46600	Irrigation Repairs & Maintenance	\$20,000	\$6,667	\$6,013	\$654
53800-320-46700	Landscape Replacement	\$6,500	\$2,167	\$0	\$2,167
53800-320-46800	Monuments/Streetlight/Decorative Light Maint	\$7,500	\$2,500	\$6,300	(\$3,800)
53800-320-47000	Pressure Cleaning	\$12,000	\$4,000	\$0	\$4,000
53800-320-47100	Well/Pump Repairs & Maintenance	\$1,500	\$500	\$0	\$500
53800-320-47200	Sidewalk Repair & Maintenance	\$1,500	\$500	\$0	\$500
	TOTAL FIELD EXPENDITURES	\$523,250	\$179,283	\$158,649	\$20,634

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
Statement of Revenues & Expenditures
For the Period Ended January 31, 2019

G/L Code:	<u>CLUBHOUSE</u>	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/19	ACTUAL THRU 01/31/19	VARIANCE
57200-330-34000	Facility Management	\$60,000	\$20,000	\$21,168	(\$1,168)
57200-330-34100	Facility Attendants	\$18,460	\$6,153	\$4,820	\$1,333
57200-330-34200	Porter Services	\$16,700	\$5,567	\$5,567	(\$0)
57200-330-41000	Phone/Fax/Internet	\$5,100	\$1,700	\$1,918	(\$218)
57200-330-43010	Clubhouse Wear and Tear	\$5,000	\$1,667	\$0	\$1,667
57200-330-43200	Refuse Service	\$850	\$283	\$392	(\$109)
57200-330-45000	Property Insurance	\$13,168	\$13,168	\$15,289	(\$2,121)
57200-330-46000	Facility Maintenance	\$19,570	\$6,523	\$5,356	\$1,167
57200-330-46100	Pool/Water Park/Fountain Maintenance	\$8,820	\$2,940	\$2,940	\$0
57200-330-46110	Pool/Water Park/Fountain Repairs	\$6,000	\$2,000	\$190	\$1,810
57200-330-46200	Athletic/Park/Court/Field Maintenance	\$5,000	\$1,667	\$943	\$724
57200-330-46300	Pest Control	\$890	\$297	\$180	\$117
57200-330-49000	Contingency	\$5,000	\$1,667	\$240	\$1,427
57200-330-49100	Employee Reimbursable	\$2,500	\$833	\$0	\$833
57200-330-49400	Special Events	\$15,000	\$5,000	\$13,475	(\$8,475)
57200-330-52000	Operating Supplies	\$12,500	\$4,167	\$9,666	(\$5,499)
57200-330-53000	Holiday Decoration	\$5,000	\$1,667	\$1,661	\$6
57200-330-54000	Dues/Licenses/Permits	\$425	\$142	\$0	\$142
57200-330-54300	Clubhouse Furniture Repairs/Replacement	\$1,000	\$333	\$0	\$333
57200-330-54400	Pool Furniture Repairs/Replacement	\$1,000	\$333	\$4,500	(\$4,167)
TOTAL CLUBHOUSE EXPENDITURES		\$201,983	\$76,106	\$88,304	(\$12,198)
TOTAL EXPENDITURES		\$870,188	\$310,233	\$305,743	\$4,490
<u>OTHER SOURCES/(USES):</u>					
Interfund Transfer In/Out Debt Service					
		\$12,581	\$0	\$0	\$0
TOTAL OTHER SOURCES/(USES)		\$12,581	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)					
		(\$55,540)		\$472,165	
FUND BALANCE - Beginning		\$55,540		\$360,735	
FUND BALANCE - Ending		(<u>\$0</u>)		<u>\$832,900</u>	

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
CAPITAL RESERVES FUND
Statement of Revenues & Expenditures
For the Period Ended January 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/19	ACTUAL THRU 01/31/19	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$741	\$741
TOTAL REVENUES	\$0	\$0	\$741	\$741
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
<u>OTHER SOURCES/(USES):</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$741	\$741
FUND BALANCE - Beginning	\$0		\$107,319	
FUND BALANCE - Ending	\$0		\$108,060	

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2015 Refunding Bonds
Statement of Revenues & Expenditures
For the Period Ended January 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/19	ACTUAL THRU 01/31/19	VARIANCE
<u>REVENUES:</u>				
Assessments	\$449,282	\$438,000	\$438,000	\$0
Interest Income	\$500	\$42	\$1,969	\$1,927
TOTAL REVENUES	\$449,782	\$438,042	\$439,969	\$1,927
<u>EXPENDITURES:</u>				
<u>Series 2015</u>				
Interest Expense - 11/1	\$104,753	\$104,753	\$104,753	\$0
Interest Expense - 5/1	\$104,753	\$0	\$0	\$0
Principal Expense - 5/1	\$240,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$449,506	\$104,753	\$104,753	\$0
<u>OTHER SOURCES/(USES):</u>				
Interfund Transfer In/(Out)	(\$12,581)	\$0	\$0	\$0
TOTAL OTHER SOURCES/(USES)	(\$12,581)	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	(\$12,305)		\$335,216	\$1,927
FUND BALANCE - Beginning	\$121,075		\$277,751	
FUND BALANCE - Ending	\$108,770		\$612,967	

DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
CAPITAL PROJECTS FUND - SERIES 2015 REFUNDING BONDS
Statement of Revenues & Expenditures
For the Period Ended January 31, 2019

	<u>ADOPTED BUDGET</u>	<u>ACTUAL THRU 01/31/19</u>	<u>ACTUAL THRU 01/31/19</u>	<u>VARIANCE</u>
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$143	\$143
TOTAL REVENUES	\$0	\$0	\$143	\$143
<u>EXPENDITURES:</u>				
<u>Series 2015</u>				
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$143	\$143
FUND BALANCE - Beginning			\$39,592	
FUND BALANCE - Ending			\$39,735	

**DUPREE LAKES
COMMUNITY DEVELOPMENT DISTRICT
LONG TERM DEBT REPORT**

Bond Issue:	<u>Series 2015 Capital Improvement Revenue and Refunding Bonds</u>
	\$6,835,000
Interest Rate:	3.00-3.625%
Maturity Date:	May 1, 2037
Reserve Fund Requirement:	50% of Max Annual. -> 70% of requirement funded with cash, 30% satisfied with Reserve Policy
Bonds outstanding - 3/19/15	\$6,835,000
Less: 5/1/16	(\$220,000)
5/1/17	(\$225,000)
5/1/18	(\$230,000)
Current Bonds Outstanding:	<u>\$6,160,000</u>

**DUPREE LAKES CDD
GENERAL FUND
FY 2019**

DUPREE LAKES CDD
GENERAL FUND
FY 2019

Dupree Lakes
 Community Development District
 Tax Collections
 Fiscal Year Ending September 30, 2019

Date Received	Gross Tax Received	Discounts	Commissions/ Postage	Interest	Net Amount Received	\$	477,960.68 (22) Debt Service Fund 36.17%	\$	843,477.19 Gross General Fund 63.83%	\$	1,321,437.87 Total 100.00%
11/8/18 \$	3,304.81 \$	177.05 \$	62.56 \$	\$	3,065.20	\$	1,108.67 \$	\$	1,956.53 \$	\$	3,065.20 \$
11/9/18				\$ 23.32 \$	23.32	\$	8.43 \$	\$	14.89 \$	\$	23.32 \$
11/15/18 \$	36,014.52 \$	1,440.59 \$	691.47 \$	\$	33,882.46	\$	12,255.20 \$	\$	21,627.26 \$	\$	33,882.46 \$
11/21/18 \$	22,114.81 \$	424.61 \$	884.60 \$	\$	20,805.60	\$	7,525.33 \$	\$	13,280.27 \$	\$	20,805.60 \$
12/3/18 \$	1,052,294.39 \$	42,091.74 \$	20,204.05 \$	\$	989,998.60	\$	358,079.95 \$	\$	631,918.65 \$	\$	989,998.60 \$
12/7/19 \$	160,158.48 \$	6,365.26 \$	3,075.87 \$	\$	150,717.35	\$	54,514.08 \$	\$	96,203.27 \$	\$	150,717.35 \$
12/31/18 \$	7,428.44 \$	222.87 \$	144.11 \$	\$	7,061.46	\$	2,554.11 \$	\$	4,507.35 \$	\$	7,061.46 \$
1/11/19 \$	5,684.61 \$	170.54 \$	110.28 \$	\$	5,403.79	\$	1,954.54 \$	\$	3,449.25 \$	\$	5,403.79 \$
TOTALS \$	<u>1,287,000.06</u> \$	<u>50,892.66</u> \$	<u>25,172.94</u> \$	<u>23.32</u> \$	<u>1,210,957.78</u>	\$	<u>438,000.32</u> \$	\$	<u>772,957.46</u> \$	\$	<u>1,210,957.78</u> \$

To Debt Service V#30 001.300.20700.10000

11/8/18 \$	1,107.59	1419
11/15/18 \$	12,263.63	1430
12/6/18 \$	358,079.95	1442
1/10/19 \$	63,995.03	1465

\$	<u>435,446.20</u>
Balance to Transfer \$	2,554.12

97.39%