HERONS GLEN RECREATION DISTRICT
REGULAR BOARD WORKSHOP
July 16, 2018, 2 P.M., Card Room C

MINUTES

<table>
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<tr>
<th>BOARD MEMBERS</th>
<th>PRESENT</th>
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<tr>
<td>Chair Larry Cummings</td>
<td>X</td>
<td>Gen. Mgr. Loraine Vienne</td>
<td>X</td>
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<td>Vice Chair Conrad Weyer</td>
<td>Absent</td>
<td>Controller Lynn Garcia</td>
<td>X</td>
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<td>Treasurer Don Misener</td>
<td>X-Via Skype</td>
<td>District Counsel Tom Hart</td>
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<td>Secretary Mary Ann Polvinen</td>
<td>Absent</td>
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<td>Asst Sec/Treas Jim Gormley</td>
<td>X</td>
<td>Exec Asst Wendy Shea</td>
<td>X</td>
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<tr>
<td>Residents</td>
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I. CALL TO ORDER – Chair Larry Cummings called the meeting to order at 2:00 pm.

II. ROLL CALL - Wendy Shea called the roll and present were: Chair Larry Cummings, Treasurer Don Misener via Skype, Asst. Sec/Treasurer Jim Gormley, GM Loraine Vienne, Controller Lynn Garcia and District Counsel Tom Hart.

III. ANY PROPOSED CHANGES TO MINUTES – Chair Cummings asked the Board if there were any changes/corrections to the June 25th Regular Board Workshop, the June 26th Special Board Meeting on the Fitness Center and the June 27th Regular Board Meeting. Supervisor Misener had one change to the June 26th Special Board Meeting on the Fitness Center. He asked that on page 2 AO:1 to add that he did not feel the stone facing on the front of the building is consistent with the current buildings architecture in the Glen and that not including the stone facing would be a cost savings. Chair Cummings hearing no other changes to the June 25 Regular Board Workshop, the June 27th Regular Board Meeting, and the June 26th Special Board Meeting on the Fitness Center with said correction, the minutes were approved as written.

IV. GENERAL MANAGER’S REPORT – GM Vienne reported on the following:

Board Assistant Interviews – The applicant that was to be present at the meeting today called GM Vienne to say that she has accepted another position. GM Vienne has another applicant that she will contact to come in for one on one interviews with Board Members at the end of this week.

RFP for Topographic Study-GC Renovation – Tim Kortanek has received one bid from Geo Golf for approximately $16,995. This is the original company that Ron Garl recommended. GM Vienne asked Tom Hart on whether we need to send out the RFP for more bids. Tom Hart stated that there is no restrictions on accepting this one bid from Geo Golf. After discussion on the reasons that the other companies refused to bid, Supervisor Gormley stated that the Board should accept the bid at the Wednesday Board meeting.

Stewart Tennis – Dumpster – Tom Hart feels that the money it would cost to sue for the project thus far would be wasted in cost for lawyers and court fees. Pickleball – We have received (2) proposals to correct the deficiencies left by Stewart fencing who completed the work on the Pickleball courts in 2016. Tom Hart and Aaron from his firm will be moving forward with asking for the deficiencies to be corrected.

Physical Therapy Letter of Intent – The revised letter of interest per Supervisor Misener’s recommendations for the Physical Therapy Vendor Services was discussed. Discussion also included the Activity Waiver which releases any and all claims, demands and causes of action in case of injury to the resident by the PT vendor. This waiver can be included in any contract with a vendor. The Board gave their approval to go ahead and send out the Letter of Intent to prospective vendors.

Alligator Signs – GM Vienne has received a bid for the additional Alligator signs recommended by Tom Hart at the last Board meeting in June. Thirty six (36) signs with stakes to spread around the 23 lakes is approximately $3,800.16. After discussion on the liability issues, the Board approved the expenditure.
Fountain in HGRD Parking Lot – The motor for the Fountain Parking lot has burned out. A new motor is $3,314.50. This expense was not budgeted for. GM Vienne stated that all monies for fountains and bubblers this year in deferred maintenance has been exhausted. The Board approved the expenditure out of the maintenance budget.

Tree of Life and Memorial Program – A question regarding the Memorial program and the Tree of Life Program and the rules that surround it has recently arisen. GM Vienne has received the cost for a new plaque with 50 nameplates for $669. The Facilities and Amenities Committee will visit this issue at their next meeting in September and Karen Mars will inform the Board of recommendations that came out of the July 2nd meeting later in this meeting.

Soil Borings – Supervisor Misener has asked several questions about the Soil Borings for the new Fitness Center. GM Vienne has posed those questions to the Architect but he was out of town until today. GM Vienne will get the answers from the Architect this week.

Inventory Process Evaluation – GM Vienne has recommended changes to the inventory process of the Food and Beverage department and the Pro Shop. Memos that explained the new Food and Beverage Inventory Process and the Pro Shop Inventory Process were presented to the Board. (See Attached) Food and Beverage will be taken on a monthly basis and counts will be taken “Shelf to Sheet”. Pro Shop Inventory will now be completed on a monthly basis by two authorized personnel, must be taken prior to business opening the first day of the month, and all counts are taken “Shelf to Sheet”. GM Vienne stated that the Pro Shop has a large inventory of clubs that were rolled over into inventory since 2012-13. These clubs are on the books at the original price and have been used as rentals, etc. and have a very low retail price today. Once the Pro Shop documents all of this inventory, GM Vienne recommends that they be placed on the marketplace on the internet to sell them and get them off the inventory. Chair Cummings said that the residents should first be offered the opportunity to purchase the clubs before going out to the marketplace. GM Vienne concurred.

June Cover Counts & Golf Rounds Water Usage – GM Vienne stated that monthly cover counts and Golf Rounds water usage will be reported to the Board.

Bocce Courts – Chair Cummings informed GM Vienne that the new boards (composite) on Bocce Court #3 are no good. They do not have any bounce or deflection. The new drains are good. GM Vienne will get with Dan Parker to start working on the issues.

Employee Bathroom – Chair Cummings inquired as to the status of the Employee Bathroom. GM Vienne has asked Mike Sheeley to determine the number of bathrooms that we are required to have. Mr. Sheeley needs a floor plan of the clubhouse (blue print) and Dan Parker has been looking for one. Lotus Architecture will then need to draw plans for code. This bathroom should be done at the same time as the Men’s Bathroom remodel which is scheduled for 2019. GM Vienne is working on redoing all the tile floors from the Ballroom Lobby through the Ladies Restroom and fix the Mop sink in 2018.

Hydrologic Report Rough Draft – GM Vienne put the rough draft of the Hydrologic report in the Board boxes. This is a rough draft and the Engineer will be coming in when everything is complete to make a report to the Board. Chair Cummings requested that GM Vienne call Wilson Miller, former contractor who installed CLIS – may have “as built”.

Lake Bank Restoration - Dredgsox – The Dredgsox on Lake Bank #2 and #17 will be installed in the next couple of weeks.

V. FINANCIAL REPORT –

A. June Financial Report- Controller Garcia reported on the financial status of the HGRD as of June 30, 2018 (Attachment A). As of June 30th, all departments were $23,690 favorable to budget, with $9,157 of that attributable to golf operations.

Supervisor Gormley asked Controller Garcia about the possibility of transferring monies from BBT – Controller Garcia will make a report to the Board on the 18th for approval to transfer money.
VI. District Counsel’s Report – District Counsel Tom Hart stated that Josh Hall was arrested and spent one day in jail. He is being charged with 1st Degree of Grand Theft and Fraud of 50K or more. He will be arraigned on July 30th.

Tom Hart presented Resolution No. 2018-21 to the Board which is a resolution of the HGRD approving a special assessment report relating to special assessments to be levied in the District to operate and maintain the Recreational Facilities; stating the intention to use Chapter 170 and Chapter 197, Florida Statues as methods of collecting such assessments; calling for a Public hearing to be held at which the District shall consider the adoption of a Non Ad Valorem Assessment Roll in connection with such assessments; providing for severability; and providing an effective date. Once approved by the Board, Tom Hart will send out all notices and send out the letter and the proposed budget to the residents within the next week or so.

Tom Hart gave an update on the Horton Letter of Intent to the Board. After reviewing the Letter of Intent that was sent to Counsel, he has the following issues that need to be discussed:

1) In the Horton letter of intent it states that the HGRD is liable for all upfront costs of the 15 lots up to $100,000 with a drop dead day of 12 months from the date that the contract is signed. Tom Hart does not feel that it is enough time to go through the engineering studies and obtaining all the permits required for the project. If the HGRD does not get all the required engineering and permits at the end of the 12 month time, D.R. Horton can walk away from the deal. Tom Hart has spoken with the D.R. Horton representatives and they are willing to change the time frame to 2 years.

2) Impact fees – Tom Hart spoke to Realtor Steve Wiseberg who went to the county to check on the water and sewer requirements and found out that the impact fees could be $75,000. Again, Tom Hart spoke to D.R. Horton representatives and they will be willing to pay for the impact fees.

3) Engineer requirements – Tom Hart stated that D.R. Horton will choose the Engineer but the Engineer will be working for the HGRD. The engineer will have to determine the size of the lake and identify the available HGRD lands after the 15 lots. D.R. Horton works with an engineer named “Drew” and Tom Hart will be speaking with him shortly about his fees and scope of work before going to contract.

Supervisor Misener asked why D.R. Horton doesn’t do their due diligence on investigating this site before the HGRD has to expend monies for the project. Tom Hart stated that D.R. Horton will be doing the survey, environmental review and soil borings at the same time that the engineer is completing his survey. Once the survey is complete, either side can walk away from the deal. Supervisor Misener stated that this is not the typical way that a company would purchase land for development. Tom Hart stated that this project is very a-typical in that the HGRD is hoping that the investment of $100,000 will garnish $60-70 K per year from now on if this project goes forward.

After discussion, Tom Hart will take his red-lines and present a new letter of intent to D.R. Horton for approval. He will also speak with the D.R. Horton engineer and John Cowgill of the HGRD’s Land Development Committee and then determine if a special Board meeting needs to be called to review his findings.

VII. COMMITTEE REPORTS & RECOMMENDATIONS –

A. Golf Course Renovation Ad Hoc Committee – No report or recommendation
B. Land Development met on May 3 – No report or recommendation
C. Long Range Planning Ad Hoc Committee – No report or recommendation
D. Facilities & Amenities Advisory Committee – Karen Mars reported that the F&A committee met on July 2nd and have the following recommendations to the Board:
   a) The policy of no overnight car, motorhome, trailer, etc. parking in the parking lot has been reinstated. The HOA security are currently writing tickets. Although tickets are being written, there are no consequences to the tickets. The F&A Committee recommends to the Board to set a fee for any parking violations issued by the HOA security. It was noted that the HOA charges $25.00 for similar violations. Patti Cummings stated that she will get clarification on how the HOA structures the ticket policy for the HOA and will inform GM Vienne so the HOA and HGRD can be in sync with the policy.
b) Dan Parker made a presentation to the F&A Committee on his wish to be able to open later an additional day during the season to properly clean the tile in the pool from the heavy buildup of suntan oils. The F&A Committee recommends to the Board to allow clubhouse maintenance an additional day (Monday’s until 9:00 a.m.) during the season (October – April) to clean the pool tiles.

c) The Pickleball Association requested the purchase of a fan under the awning at the courts to keep the temperature down during the summer heat and installed by maintenance. After discussion, the Pickleball Association stated that they would pay for the fan as long as maintenance could install it.

Karen Mars informed the Pickleball Association that they needed to fill out a form with the HGRD on their donation. GM Vienne informed the Board that the Pickleball Association has already purchased a fan and it has been installed. Discussion followed on the need for a form/letter to be filled out by the donating entity.

d) Karen Mars stated that the committee received complaints that residents were tripping over a Bocce Court Handicap Parking space. GM Vienne spoke to the HGRD’s insurance company and was advised that the parking spot is question is properly marked and identified as a handicap parking space and if the HGRD marks this spot differently than all others, it could present a liability issue. The F&A Committee moved to accept Management’s handling of the question on the trip hazard at the Bocce Court. Karen Mars stated that this is a tripping hazard because of its location – it is currently at space #10 and is at most times empty which creates a trip hazard with people not paying attention. She suggests moving the handicap space to the first spot instead of the #10 spot. Management will check with Mike Sheeley on the requirement locations for that area.

e) Dorothy Klewicki made a presentation at the F&A meeting on the background and history of the Tree of Life Program. Presently, there are only 2 leaves available on the current Tree of Life plaque. The F&A Committee recommends to the Board to continuing the tradition of the Tree of Life Program by purchasing a second plaque for approximately $600.00. There was discussion on other markings on the trees and whether they should be allowed. The F&A Committee will review the issue at its’ September Facilities & Amenities Advisory meeting.

E. Finance Advisory Committee – No report or recommendation

VIII. OLD BUSINESS
A. Any other old business to come before the Board – Controller Garcia questioned the wording of the golf membership fee for the upcoming year on whether it is a discount or a late fee. Supervisor Misener feels that paying for the fee by September 30th as a discounted fee is misleading and would prefer to leave the policy in place that states that any golf fees paid after September 30th is a late fee.

IX. NEW BUSINESS
A. Possible Board Secretary Interview – Angelica Sereda – Accepted another position and was not present at meeting.

B. Any other old business to come before the Board – Chair Cummings stated that the new Employee Handbook that was approved by the Board is missing a section that deals with PTO for employees with over 1 year seniority. GM Vienne will check into the missing section.

X. RESIDENT COMMENTS –
Kathy Petrillo asked for a better understanding of the lake bank work. GM Vienne explained how the Dredgsox lake bank work is accomplished and scheduled for Hole #2 and #17.

Todd Wolf asked when the paver work will begin around the Clubhouse. GM Vienne stated that Dan Parker said it will begin during the first week of the closure which will be around July 29th.
Pam Wolf asked what the results of the survey was on the 1 or 3 year financing of the Fitness Center. Supervisor Gormley stated that approximately 63.7% of the respondents wanted the 1 year assessment and 36.3% wanted the 3 year assessment. The Board went with the majority and the 1 year assessment.

XI. NEXT WORKSHOP/MEETINGS
- A. Regular Board Meeting, Wednesday, July 18, 2 p.m., Card Room C
- B. No Board Meetings scheduled in August
- C. Finance Advisory Committee Meeting, Monday, August 20, 9:30 a.m., Card Room C
- D. Budget board Meeting, Wednesday, September 5, 5:00 p.m., Card Room C

XII. ADJOURNMENT – Supervisor Gormley moved a motion to adjourn the workshop, Supervisor Misener seconded the motion. Motion was passed unanimously; this workshop was adjourned at 3:44 pm.

/ws

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Date                                    Chair Larry Cummings