

## RECREATION DISTRICT REGULAR BOARD MEETING AGENDA

January 15, 2024, at 9:00 a.m. in Card Room C

Zoom Details: <https://us02web.zoom.us/j/9687107160> Meeting ID: 968 710 7160 – Passcode: HgrdMeet1

BOARD MEMBERS	PRESENT	OTHERS	PRESENT
Chair Howard Young		GM J.B. Belknap	
Vice-Chair Peter Overs		Controller Lynn Brew	
Treasurer Jayne Schwarz		District Counsel Tom Hart	
Secretary Bill Kulkoski		Assistant GM Karon Bennett	
Assistant Sec/Treas Karen Mars		Residents	

- I. **CALL TO ORDER** – Chair Young
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars
- III. **ROLL CALL** – Assistant GM Karon Bennett
- IV. **MINUTES** – October 30, 2023 and December 11, 2023
- V. **DISTRICT COUNSEL’S REPORT** - Thomas Hart, Esq.
  - A. RESOLUTION 2024-01 - Election
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap
  - A. Update on Bond Projects
  - B. Update on Costs of Projects
- VII. **FINANCIAL REPORT** – Controller Lynn Brew
- VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**
  - A. Audit Committee – Supervisor Schwarz
  - B. Facilities & Amenities Committee – Elaine Sawyer
  - C. Finance Committee – Dennis Popp
  - D. Golf Committee – Bruce Johnson
  - E. Long-Range Planning Committee - Fred Gignac, Jeff Buxton and Chair Young
    - i. Survey Review
    - ii. Facilities and Amenities Wish List be added to the Survey – Supervisor Mars
  - F. Problem-Solving Taskforce – Supervisor Kulkoski
    - i. Committee Seats
  - G. Resident Events Committee – Gary Attalla
    - i. Committee Addition - Laurie Decker
- II. **OLD BUSINESS**
  - A. Wind Insurance Update and Options – Supervisor Kulkoski
  - B. Storage Building(s) – Supervisor Kulkoski
- III. **NEW BUSINESS**
  - A. Appoint Supervisor of the Election
  - B. Governing Structure Chart – Vice-Chair Overs
  - C. Use of Targeted Funds – Supervisor Mars
- IV. **RESIDENT COMMENTS**
- V. **UPCOMING MEETINGS**
  - Monday, January 22, 2024—Long-Range Planning—9:00 AM—CR-C/Zoom
  - **TBD** - Monday, January 29, 2024—Finance & Audit Committees—9:00 AM—TBD
  - Thursday, February 1, 2024— Facilities & Amenities Committee—1:00 PM—CR-C/Zoom
  - Monday, February 5, 2024—Board of Supervisors —9:00 AM—CR-C/Zoom
  - Monday, February 5, 2024—Resident Events Committee—1:00 PM —Activities Room A - NO Zoom
  - **TBD** - Monday, February 12, 2024— Finance & Audit Committees —9:00 AMTBD
  - Monday, February 12, 2024—Golf Committee— 1:00 PM —CR-C/Zoom
  - Monday, February 19, 2024—Board of Supervisors —9:00 AM—CR-C/Zoom
  - Monday, February 26, 2024—Long-Range Planning—9:00 AM—CR-C/Zoom
- VI. **ADJOURNMENT**

**RECREATION DISTRICT JOINT FINANCE and BOARD SPECIAL MEETING MINUTES**

January 15, 2024, at 9:00 a.m. in Card Room C and via Zoom

BOARD MEMBERS	PRESENT	OTHERS	PRESENT
Chair Howard Young	X	GM J.B. Belknap	X
Vice-Chair Peter Overs	X	Controller Lynn Brew	X
Treasurer Jayne Schwarz	X	District Counsel Tom Hart	X
Secretary Bill Kulkoski	X	Assistant GM Karon Bennett	X
Assistant Sec/Treas Karen Mars	X	Residents	15

- I. **CALL TO ORDER** – Chair Young opened the meeting at 9:00 AM.
- II. **PLEDGE OF ALLEGIANCE** – Supervisor Mars led the Pledge of Allegiance.
- III. **ROLL CALL** – Assistant GM Karon Bennett took roll call; attendees are listed above.
- IV. **MINUTES** –*Supervisor Mars made a motion to approve the minutes from the Regular Board Meetings on October 30, 2023, and December 11, 2023. Vice-Chair Overs seconded the motion. **The motion was approved unanimously.***
- V. **DISTRICT COUNSEL’S REPORT** – Thomas Hart, Esq. presented RESOLUTION 2024-01 – Election. *Supervisor Kulkoski moved to approve Resolution 2024-01, Supervisor Mars seconded the motion, and the Resolution was approved as follows: A RESOLUTION CALLING AND FIXING AN ELECTION FOR TWO (2) MEMBERS OF THE BOARD OF SUPERVISORS OF THE HERONS GLEN RECREATION DISTRICT ON MARCH 26, 2024; DESIGNATING HOURS AND PLACE OF VOTING; PROVIDING FOR QUALIFICATIONS; AND OTHERWISE PROVIDING FOR THE HOLDING OF SAID ELECTION.*
- VI. **GENERAL MANAGER’S REPORT**– GM J.B. Belknap updated the group on Bond Projects as follows:

**Pickleball:** GM Belknap provided a recap of the progress on pickleball. The courts have been painted and will be repainted after the lights have been installed. The courts will be open until then and he requests care in entering and reminds residents that carts are not to be driven on the pavers.

**Sports Complex:** According to Stultz, Jim Ink submitted the DO modification to the County.

**Pool Deck:** The review of the lighting permit is scheduled to be completed this coming week. Assuming there are no comments that require additional reviews, inspections will be called for as soon as the permit is issued. We are still awaiting the railing and the infill of the pavers.

**Roof:** Beginning Tuesday, the roof facia and stucco areas will be touched up. CCM Roofing completed the punch list and has been paid in full.

**Window Replacement:** The installer hasn’t received the permit to install the windows and door yet. Once received, they will schedule the installation. We are also working with the window company to begin prioritizing other vulnerable windows/doors that need replacement.

**Admin Lobby:** We are turning our attention to the administration lobby. The plan is to assess artwork, hang the Tree of Life, rearrange plaques, purchase inexpensive chairs, etc. In addition, the extra chandeliers from Copperleaf will be hung in the hallway between the ballroom & restaurant and some of the old high-top tables will be placed in the billiards room.

**Mainscape:** We have had productive meetings with Mainscape. They are encountering numerous challenges, however, after 6 months, they are becoming more familiar with the property. Most service requests from the

residents relate to concerns that their system isn't running. But, when Mainscapes personnel arrive to evaluate, 75% of the time the system is working as it should. GM Belknap will go over this with the residents in an upcoming email.

VII. **FINANCIAL REPORT** – Controller Lynn Brew reported on December 2023 financial variances as follows:

- Admin \$18,880 favorable, YTD \$27,306 favorable
- Rest \$ 12,215 unfavorable YTD \$ 371 unfavorable
- Clubhouse \$ 12,645 unfavorable, YTD \$ 22,898 unfavorable
- CLIS \$ 9,654 unfavorable, YTD \$ 1,364 favorable
- Fitness \$ 773 unfavorable, YTD \$ 2,363 favorable
- Golf Maintenance \$39,843 favorable, YTD \$ 60,548 favorable
- Pro Shop \$ 12,433 unfavorable, YTD \$ 20,970 favorable
- All Departments \$ 11,002 favorable, YTD \$ 89,282 favorable

VIII. **COMMITTEE REPORTS & RECOMMENDATIONS**

**Audit Committee** – The Auditors have not brought anything that needs to be taken to the committee at this time.

**Facilities & Amenities Committee** – The committee recommended that the Survey be amended to include a question that would gather information for the committee's Wish List. A motion to that effect was presented but did not receive a second and therefore was neither voted on nor approved.

*Supervisor Mars made a motion to approve the recommendation from the Facilities & Amenities Committee that a form detailing a process to request the use of donated targeted funds be adopted. Vice-Chair Overs seconded the motion. Following discussion, the motion was unanimously approved and the form will be included in the Appendix of the Policy and Procedures manual.*

**Finance Committee** – The committee wanted the Board to be aware that they are concerned that the golf membership and the bottom line need to meet the budget. FY2024 is the last year of the current auditor's contract therefore the Board must select an Auditors Selection Committee, in accordance with FL requirements. The group agreed that at the July Board meeting the Board will appoint the committee.

**Golf Committee** – Vice Chair Overs shared the Golf Committee's concerns about the potential of 60k rounds annual play, based on current rounds played and its impact on the course.

**Long-Range Planning Committee** - Fred Gignac, Jeff Buxton, and Chair Young presented the Proposed Annual Survey. After discussion, several changes were agreed to. Residents should receive the survey within the next week.

**Problem-Solving Taskforce** – Supervisor Kulkoski suggested that the Problem-Solving Committee review the use of HGRD storage by Resident Organizations. It was felt that a down-sized structure was possible if we cleaned and discarded items no longer being used. Once unused, unneeded, and otherwise disposable items scattered in current miscellaneous storage spaces are disposed of, the Board will explore the feasibility of less expensive alternatives to the 5000 Sq ft. building originally proposed. That cleaning-out process is currently going on. Affected entities will be consulted for their input before any decision is made concerning future storage provisions.

**Resident Events Committee** – *Supervisor Mars made a motion to add Laurie Decker to the Resident Events Committee. Vice-Chair Overs seconded the motion. The motion was approved unanimously.*

IX. **OLD BUSINESS**

**Wind Insurance Update and Options** – Discussed above.

**Storage Building(s)** – Discussed above.

X. **NEW BUSINESS**

XI. **Appoint Supervisor of the Election** - Thomas Hart, Esq. reported that the HGRD has an election coming up in the next couple of months and it needed to appoint a Supervisor of Elections for the upcoming election.

*Supervisor Mars made a motion to appoint Lynn Brew as Supervisor of Elections. Supervisor Kulkoski seconded the motion. **The motion passed unanimously.***

*Supervisor Kulkoski made a motion to appoint Howard Young as the Board Representative to the election. Supervisor Mars seconded the motion. **The motion passed unanimously.***

**Governing Structure Chart – Vice-Chair Overs** made a motion to accept the “Herons Glen Community Governing and Oversight Structure” document for the Recreation District’s portion only. Supervisor Mars seconded the motion. **The motion passed unanimously.**

XII. **RESIDENT COMMENTS** – A discussion took place on reservations in the lounge.

XIII. **UPCOMING MEETINGS**

- Monday, January 22, 2024 - Long-Range Planning - 9:00 AM - CR-C/Zoom
- Monday, January 29, 2024 - Joint Meeting with the Board and Finance Committee - 9:00 AM - Card Room C
- Thursday, February 1, 2024 - Facilities & Amenities Committee - 1:00 PM - CR-C/Zoom
- Monday, February 5, 2024 - Board of Supervisors - 9:00 AM - CR-C/Zoom
- Monday, February 5, 2024 - Resident Events Committee - 1:00 PM - Activities Room A - NO Zoom
- Monday, February 12, 2024 - Finance & Audit Committees - 9:00 AM - TBD
- Monday, February 12, 2024 - Golf Committee - 1:00 PM - CR-C/Zoom
- Monday, February 19, 2024 - Board of Supervisors - 9:00 AM - CR-C/Zoom
- Monday, February 26, 2024 - Long-Range Planning - 9:00 AM - CR-C/Zoom

XIV. **ADJOURNMENT** took place at 11:24 a.m.

Submitted By:

  
Karon Bennett, Assistant GM      Date

Approved By HGRD Board:

  
Howard Young, HGRD Board Chair      Date