

**CDD Budget Committee Meeting—Minutes  
June 21, 2016 -- 10:30 a.m., Activity Center**

**Attendees:**

Budget Committee

Anderson, Rita (chair)	Y	McDermott, Ted	Y
Walker, Bob (vice chair)	Y	Nelson, Lynn	N
Aldridge, Jay	Y	Rybicki, Al	Y
Lubbers, Perry	Y	Spier, Hal	N
Marshall, Jibby	Y	Teague, Cal (mgr)	Y

Others: Rich Knaub, Jim Martone, Henry Lackland, Denny Knaub,

- A. Approval of Minutes.** A motion to approve the minutes for the May 17, 2016 meeting was made by Ted and seconded by Jibby. **MOTION PASSED.**
- B. Review Financial Statements and Invoices.** The financial statements and invoices were reviewed. Attached are the questions and issues raised.
- C. 2017 Budget Proposed Revisions.** The committee discussed the following proposed revisions to the 2017 Budget.
  - 1. Golf Course Assessment Methodology
  - 2. Revisions to GF Budget
  - 3. Sewer and Water Budget Revisions
- D. Completed Projects.**

Gate Upgrade Project Report---The Lift Arm LED Lighted Gates have been installed. Many residents have commented on how much easier it is to see the Lift Gates especially at night.
- E. Update**
  - 1. Discussions with Electric Company to save money. There was no new information on this topic.
- F. New Requests—**
  - 1. Neighborhood Road Pavement Marking Reflectors. There was discussion on this topic. It was recommended that the Board of Supervisors consider this proposal as it would make night driving easier and safer.
- G. Next Meeting Date.** The next meeting will be July 19, 2016 at 10:30 am.
- H. Adjournment.** A motion to adjourn the meeting was made by Jibby and seconded by Al. **MOTION PASSED.** The meeting was adjourned at 12:05 pm.

Respectfully submitted,  
Rita Anderson

**Month**

**JUNE 2016**

<b>Agenda Page #</b>	<b>Item</b>	<b>Question or Correction Requested</b>	<b>Comments or Resolution</b>
20	Line 80 Misc-Web Hosting	What is included in Misc-Web Hosting?	Charge by Severn Trent for web hosting.
21	Line 95 R&M-Lake Erosion	What caused this credit?	Reclassified payments from residents for lake erosion
50	Mader Electric Motors Inv #42289	What Type of Blower is this? What is it used for? Where is it located?	Rebuild of blower which provides aeration for the digesters. It was a large blower and a crane had to be used for removal and installation of rebuilt blower.
79	Frontier	What phone is this? Didn't think we had Frontier as a carrier in Charlotte Cty.	Located at the Beach Club
81-82	Grande Air Services Inv #8416185 \$180.66	Ice Machine, Water line detached---failed due to installation error. Why are we paying if not installed properly.	The ice machine was installed by a plumber not Grande Air Services.
98-99	Total Bldg. Solutions Inv #TPA365 & TPA325. \$2,248.00 & \$1,803.75	HVAC Unit #9. On 4/18/16 we spent \$1,803.75 for a quarterly inspection of all A/C equipment. Then on 4/27/16 we spent \$2.248 on a unit repair. Why?	The quarterly maintenance is for cleaning and inspecting. It does not cover equipment breakdowns which require repairs. The A/C equipment is aging and should be replaced in the near future as it is inefficient and problem prone. Brad can give more back ground info. If needed.
102	Terrapin Tree & Landscape	Why was CDD billed for this? When looking at the Charlotte Cty GIS map, I only see private owner and Golf Course property ownership at this location.	It was for removal of a diseased pine tree and the BOS approved the work. It is not on a private homeowners property or the golf course. The CDD has land adjacent to the pond, then the golf course, then the resident.
134	Kustomized Discount Kurbing & Rock	Invoice says "Golden Stone". Where are we using golden stone?	I am not sure of the question? The rock isn't gold it is a type of rock used around areas to keep things from growing and to allow drainage. It was for around a flush valve and is more attractive than 57 stone and the same price.
140	ST Invoice #2084319	Are these backflow repairs subsequently billed by CDD to homeowner or RCA, as appropriate? Where do we see payments from homeowners for these expenses?	No paid for by the water fund. Homeowners paid for initial installation and recertification expenses. That revenue is reflected in the water fund as compliance fees.
144-147	Xylem Inv #3556888059 \$4,910.25	What were these parts involved in repairing?	Expense in rebuilding Lift Station 13 pump.
151	Bob van der Herchen	Invoice indicates this service will be a "temporary" problem solution. Did he recommend permanent solution?	This was for bee removal from 2 meter boxes in front of a resident's home. As bees can't be forever prevented without a regular on going service we opted for this. There has been no return of bees to date.

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168	Mader Invoice #42272 \$1,040	What is the size of the motor involved and what is it for?	A 1 HP, 60 volt pump for the WWTP surge tank. It is needed for pumping from the surge tank to the aeration basin.
173	ST Inv. #2083914 Dated April 10, 2016 \$165.80	Is the Landscape Company going to be responsible for paying this? How would we know they were billed and paid?	Yes we bill them along with any vendor who damages CDD property.
174	ST Inv. 2084320 dated May 10, 2016 \$422.05	As in the above it would seem that we should be billing the Landscape Company.	Invoices are sent for any damages by a vendor. These two are for landscapers and then we have had Karle and a roofing contractor damage property, we have invoiced them also. When paid they are credited against the invoice as a journal entry. We have 4 that are going out as soon as we get confirmation on one of the landscapers.
48/85/ 87/90/ 122/12 4/127/ 231/ 233	Karle	Invoices received in March were not paid until 5/18 yet invoices received on May 23 were paid in May. Why not paid in month received? Were they held for some reason? This makes review of the Financial Statements difficult as expenses look less than budgeted then jump way up in a month.	I had issues that the trip tickets weren't sent to verify quantity being received. Held them up but dragged on awhile because of staff turnover in operations.