



Lake Ashton

Community Development District

Carol Pontious, Chair

Borden Deane, Vice Chair

Brenda VanSickle, Assistant Secretary

Bob Ference, Assistant Secretary

Mike Costello, Assistant Secretary

February 9, 2018

# **Lake Ashton**

## **Community Development District**

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February 2, 2018

**Board of Supervisors  
Lake Ashton  
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the **Lake Ashton Community Development District** will be held on **February 9, 2018 at 9:00 a.m. at the Lake Ashton Clubhouse Ballroom, 4141 Ashton Club Drive, Lake Wales, Florida 33859.**

1. Roll Call and Pledge of Allegiance
2. Audience Comments on Specific Items on the Agenda (*speakers will fill out a card and submit it to the District Manager prior to beginning of the meeting*)
3. Approval of the Minutes of the January 12, 2018 Meeting
4. Engineer's Report and Consideration of Work Authorization Number 2018-2
5. Unfinished Business
  - A. Consideration of RFP for Amenity Management
6. New Business and Supervisors Requests
  - A. Discussion of Restaurant Operations and Lease
  - B. Discussion of Items on Joint Meeting Agenda
7. Monthly Reports
  - A. Attorney
  - B. Community Director
  - C. Field Operations Manager
  - D. CDD Manager
8. Financial Reports
  - A. Approval of Check Run Summary
  - B. Combined Balance Sheet
9. General Audience Comments
10. Adjournment

**MINUTES OF MEETING  
LAKE ASHTON  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Ashton Community Development District was held on Friday, January 12, 2018 at 9:00 a.m. at the Lake Ashton Clubhouse Ballroom, 4141 Ashton Club Drive, Lakes Wales, Florida 33859.

Present and constituting a quorum:

Carol Pontious  
Borden Deane  
Brenda VanSickle  
Michael Costello  
Bob Ference

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present:

George Flint  
Andrew d'Adesky  
Jan Carpenter  
Rey Malave  
Tricia Adams  
Alan Scheerer

District Manager  
District Counsel  
District Counsel  
District Engineer  
Community Director  
Field Operations Manager

**FIRST ORDER OF BUSINESS**

**Roll Call and Pledge of  
Allegiance**

Mr. Flint called the roll and established a quorum was present and Ms. Pontious led the pledge of allegiance.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Specific  
Items on the Agenda (*speakers will  
fill out a card and submit it to the District  
Manager prior to beginning of the meeting*)**

Ms. Pontious: Before we do the request to speak I would just like to say on behalf of myself and my family, I certainly appreciate this community and all that you have done for us in the last month. We are forever grateful for the condolences and the cards and the telephone calls and food and whatever you have done. I certainly am very appreciative of

that. So know that from the bottom of my heart I love this community. Thank you. We had one request to speak but has been withdrawn until the joint meeting. Is there anyone else that did not fill out a request form? Ok, we will move to the agenda then.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
December 8, 2017 Meeting**

Ms. Pontious: We need to approve the minutes from the December 8, 2017 meeting. Do we have any additions or corrections? We need a motion then.

On MOTION by Mr. Deane seconded by Ms. VanSickle with all in favor the minutes of the December 8, 2017 meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Engineer's Report and  
Consideration of Work  
Authorization Number 2018-01**

Ms. Pontious: We have Mr. Rey with us this morning. He has some information that he is going to give us from the engineer's viewpoint.

Mr. Malave: Good morning. Just a couple of things that we are looking at. We are still watching the lakes. They have come down but not enough. Soon we hope to get an opportunity now if the weather continues as it is going with very little rain. February could be a good month to start back up on some of our stormwater repairs. We are monitoring that very closely with Tricia and hoping to get that going in February. That is what our hope is. We also have a submittal for a work authorization. What we normally, we have been working off a work authorization which I had not noticed, I guess while our agreement and contract is basically hourly, I do work and I put an hour on it or put my staff and we charge that directly to the District. If there is any specific job we will come up with a work order specific for that work if it's beyond or more than what the work authorization is to have a separate charging number for it. This is because of our new company. They are asking that we have update work authorizations. So our intention is for every year do a work authorization so it begins in October 1 and ends September 30 and do that every year so that my accountants are very happy and leave

me alone. At the same token we do what we are supposed to do here through our contract. All it does say is that a work authorization on a time material basis identical to what we have in place for this fiscal year.

Mr. Flint: Madam Chair, you have \$20,000 budgeted annually. All he is doing is a general work authorization that memorializes what the time and material arrangement we have for his services. This proposal is for \$18,000 so it is actually under your budget. It doesn't really change how we are operating. It is just formalizing that arrangement.

Mr. d'Adesky: It doesn't modify the original contract so you are still bound by the terms of the original contract.

Mr. Ference: Question. Rey, of that budgeted money in the last calendar year, how much of it was spent and left over?

Mr. Malave: Very little. Last calendar year we got real close to the \$20,000 because of all the construction work and inspections of things that we were doing.

Mr. Ference: Going forward from October through this year?

Mr. Malave: This year if we use half of that it is probably a lot. It just depends if there is other projects that the Board would like me to do or something happens which hopefully not. No hurricanes or anything like we had last year. We took that off our list not to have anymore.

Mr. Ference: Though shalt not spend any more money then you have to.

Mr. Malave: Amen. Normally I will try not to come here. Not that I don't love coming here, calling in and it is a lot easier and less expensive for you. Knowing what that means in everybody's budget I love doing that.

Mr. Deane: I make a motion to approve Work Authorization 2018-01.

Mr. Costello: I will second it.

Ms. Pontious: We have a motion from Borden and a second from Mike to accept Work Authorization 2018-01 from Dewberry Engineering.

On MOTION by Mr. Deane seconded by Mr. Costello with all in favor Work Authorization 2018-01 from Dewberry Engineering was approved.
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Mr. Malave: Thank you very much. Just to note we did get an issue that we will put on our work list for the intersection of Lake Ashton by the clubhouse. We will look at that drainage issue. Thank you for bringing it to our attention. Like all the issues that the community brings forth we always pay attention to them and make sure that if something needs to be done it gets taken care of. With that I will leave it for any questions you may have. There is one more issue that is on there. I will stay if you need me for it. It is the discussion of traffic safety. Do you want to bring that one forward maybe? That way I can answer any questions that you might need or not.

Ms. Pontious: Why don't we do that right now that way we have his expertise if we need it. I think always is the concern of traffic safety. We have had some resident comment and been given some videos of the corner of Ashton Club and Dunmore where very few people choose to stop. It was just a procession of cars running through the stop sign. I know we have a lot of people that say we don't need speed bumps, we don't need stop bumps, and we don't need any of these kinds of things, but if we don't need them, then we need residents to be mindful of what needs to be done. Do you have any recommendations on the new and most modern ways of slowing people down?

Mr. Malave: Again you are at the mercy of you have signage. The roadway does have meandering so they are not totally fully straight. It is asking the community to pay attention to those. One least expensive option and not very intrusive is some rumble strips before the three stop signs. It is very annoying therefore they wake up and see that there is a stop sign coming. It is not that expensive. That is one option. The others do not provide efforts for people to stop. You can put a traffic flashing light there as one. A speed reading mechanism at the intersection to see that you are coming or flashing. So those are other options that can be done. The least expensive is probably the rumble strip. It is very annoying so that will get people to know that they are coming up to a stop sign. If they don't stop for the stop sign just because you put a whole bunch of lights around it doesn't necessarily mean that they are going to pay the same attention to it but it is an option. Those are the ones that I would probably recommend.

Ms. Adams: Just to provide some additional information most of the Supervisors are aware that traffic calming has been discussed on many different years at many different times at Board meetings. There has been three solutions that the Board has considered in the past. One would be enhanced traffic enforcement with the local police department. The Board has reviewed a cost per hour for that previously. The Board has also considered additional speed limit signs with the radar display to bring drivers minds back to their driving. The Board has also considered speed humps, speed bumps, speed tables, rumble strips, would be a peripheral issue. This past year as part of the budget adoption process in August the Board approved \$7,500 in capital budget for the purpose of the traffic calming. That is not to say that the Board is compelled to take action but if the Board chooses to take action there is some funding provided for this fiscal year.

Ms. VanSickle: My concern is that this is a topic that residents keep bringing forward. I think we are going to have to take some serious looks and decide which way we want to go because I think we have tried education. We have tried a lot of things, it hasn't worked. I don't know what the answer is.

Mr. Costello: I think a lot of it is the fact that people seem to think that the stop signs are optional. You can take the option of stopping or you can just drive through. I think enforcement is the way to go.

Mr. Deane: I agree. We should spend a few dollars to hire a policeman at certain times to try and stop it.

Mr. Malave: Did the video stop certain times when that was happening or was it just at a certain hour?

Mr. Flint: It looked like it was at dark and it was at light.

Mr. Malave: A little bit of all of them.

Mr. Flint: Enforcement is the most effective in my experience in other communities.

Mr. Costello: The problem that I see with the rumble strips or something like that or the speed bumps is that emergency equipment coming in here. We have a lot of people who get into situations where they need help and they need it immediately. It is going to slow them down. You talk to anybody who has worked in public safety and they will

tell you the same thing. I saw a garbage truck coming through here one day at a speed that I just couldn't believe. You are not going to stop that thing quick, you have a lot of weight there. I think enforcement. I just hope that none of us are one of the ones that are the first ones caught.

Ms. Carpenter: Just if you would like from experience we have one CDD full time sheriff. I guess it has been a couple of years now and his experience is that if he is there it is great but when he is not there it goes back up to normal. You may want to consider the rumble strips. The safety officers in that particular county say rumble strips don't uphold them. They will rip through it if it is a fire truck or EMT. You may want to think of the rumble strips as sort of an interim solution because at least it does wake somebody up if they are not paying attention. That is just experience. It could be different here.

Mr. Flint: There is also, you could start out with sort of a pilot approach. I have one community where they decided they wanted to just do it one day a week for four hours. Alternate the day of the week and the time of the day and then they provide a report, this is how many warnings we issued and this is how many tickets we issued. You can see if it appears to be effective and then if it appears to be effective you can implement it with more hours. We could ask Lake Wales if they would be willing to do that. Typically they have a minimum number of hours that you would contract for. At least three hours, you couldn't do less than that, but then the number of days a week or days a month you could have discretion. You could start out slow and see how effective it is and if at that point you could decide to increase it. If you do it randomly that may resolve the issue of when they are there they don't speed and when they are not there. This other community we did this in, the first ticket that was written was the wife of the Chairman of the CDD.

Ms. Pontious: We have addressed this many different years and I think it is time to take a little more serious action. Tricia has done a phenomenal job. It is in every LA Times. It is on the website. It is on the TV. It is people's choice in choosing not to pay attention so I think we have to do some behavior modification to change their choice. I am not even in favor of warnings. They have been warned. I would write the tickets.



Mr. Ference: How far will that \$7,500 go in enforcement?

Ms. Adams: This is the first time this year that this discussion has been brought forward so I don't have a current per hour rate from the police department. As I recall it was somewhere between \$40 and \$50 an hour for enhanced enforcement, but we would need to get an exact figure for this current calendar year from the police department.

Mr. Ference: Maybe we could do it seasonally or where the biggest traffic problems are when folks are down here and maybe in the summer months we could save a few months and not have to pay for enforcement to come in or is it a 12 month contract?

Mr. Flint: Usually you do it as needed. You would enter into an agreement defining the days and hours. In the past we have had Lake Wales police put a radar trailer here which generates a report that shows the time of day, it shows the speed of the vehicles. Well we are talking about speed and not stopping at a stop sign. Really two different issues but the issue of speeding, also the reports from the trailers could give an indication of what time of day we might want to have them here.

Mr. Costello: Another thing that we should look at is, is it the residents or is it contractors coming in here or exactly what is going on. We have contractors come through here at high rates of speed.

Ms. VanSickle: I think it is both. I think when we have them in not only just the stop signs but the speed too. We do it randomly and a mix.

Mr. Ference: What do you want from us then? Do you want authorization to go forward with the Lake Wales Police Department to do a study and then to contract them for to ultimately provide enforcement?

Ms. Pontious: I don't think we need a study. I think we need to get moving. We need to do it.

Mr. Flint: If you want you can set a not-to-exceed and we can start with that, otherwise we can bring back with the actual hourly rates with a recommended schedule, but you would be waiting another month. It just depends on how urgent you are.

Mr. Deane: I would like to make a proposal that we contact the Lake Wales Police Department with a not-to-exceed amount of \$50 an hour.

Mr. Flint: For how many hours for the next month would you want to do that?

Mr. Deane: \$5,000 worth.

Mr. Flint: That is a lot of hours but that gives us flexibility.

Ms. Pontious: One day a month for starting as soon as possible?

Ms. VanSickle: I would do it more.

Mr. Deane: I would do it two or three days a week.

Ms. VanSickle: After that video with the police department, Lake Wales was out there a couple days later because we were out loading the car and they were pulling them over two at a time. I don't know if they were giving warnings or tickets but they were pulling them over.

Mr. Flint: Do we want to start out with two days a week for the next four weeks and then we can evaluate it at the next Board meeting? Four hours each time.

Ms. Pontious: And randomly for both stop signs and speed. Go with whatever the price it is for the first month and then we will renegotiate after that.

Mr. Flint: It shouldn't exceed \$50 but we will find out.

Mr. Ference: I will second that.

Mr. Deane: And tell the police to give tickets, no warnings.

Ms. Pontious: Do we need a motion?

Mr. Flint: I would ask for a motion.

Mr. Ference: Borden made a motion.

Mr. Deane: A motion to contact the Lake Wales Police Department for two days a week, four hours a day for the next four weeks, which would be 32 hours for the month to enforce the speed limit and the stop signs and to not give warnings. Give out tickets.

Ms. Carpenter: Can you delegate authority to the Chairman to sign the agreement and make any modifications necessary in case they have a five hour minimum or three hour minimum.

Mr. Deane: Yes.

Ms. VanSickle: Second.

Ms. Carpenter: Thanks.

Mr. Flint: The only caveat on that motion is that I don't think that we can tell them to give a warning or ticket. Every time I have spoken to the police, they take discretion based on the driver's record like how many tickets they have received or whether they received a prior warning. That part is a little bit hard.

Ms. Pontious: Just so that they are aware that we are opposed to the tickets.

Mr. Flint: Our preference would be but I don't think we could hold them to it.

Ms. Pontious: We do have a motion from Borden and a second from Brenda to proceed with contacting Lake Wales Police Department for added enforcement.

On MOTION by Mr. Deane seconded by Ms. VanSickle with all in favor to proceed with contacting the Lake Wales Police Department for added enforcement was approved.

Mr. Malave: Thank you much, you all have a good one.

## **FIFTH ORDER OF BUSINESS**

### **Unfinished Business**

Ms. Pontious: Ok do we have any Unfinished Business we want to address at this point? Ok. Then we will move down.

## **SIXTH ORDER OF BUSINESS**

### **New Business and Supervisors Requests**

**A. Discussion on Traffic Safety** (*requested by Supervisor VanSickle*)

**B. Discussion on Lake Ashton Boulevard Hedge Height and Maintenance** (*requested by Supervisor VanSickle*)

Ms. Pontious: Brenda, you have a request for hedge height.

Ms. VanSickle: I had a request from a resident to lower the hedge height on the Boulevard but before we discuss that I want to make sure that those impacted would have some say in this so Alan and Christine worked on surveys that live along the Boulevard. Do you want to tell us what your results were, Alan?

Mr. Scheerer: Good morning. As Brenda said at the last meeting we had some residents concerned about the hedge height on Ashton Club Boulevard. So staff put together a survey. Questions were, are you pleased with the height? Do you want it maintained at the same height or do you think it is too high, so what height would you like to see it at? Is it too low and what height would you like to see it maintained. There

were 17 properties that were surveyed of which 12 responded. Either the residents are not there and there is a handful of homes that are for sale but the results of the survey are we have 8 that are currently pleased with the height. They would like to see it maintained a little more so that is obviously something we can do on a quarterly basis with trimming and keeping the height topped and the sides trimmed. There were 4 responses, of the 4 responses that wanted it a different height there was 6 feet, 8 feet, 7 feet and 9 feet. So the hedges are about 9 feet now. So I could have categorized that as the 9<sup>th</sup> person to agree that the hedge height needs to be maintained at the same height. We did have a majority of the residents that we did get survey results for like the height where it is at. They would just like to see maintenance on it a little more frequently.

Ms. VanSickle: Thank you. I wanted to make sure that the last time we did this we had someone come in and wanted it lower and we had people that weren't happy. Before we did anything I wanted to make sure that we checked with the residents that this could impact the most. It looks like they are pleased so sorry to those of you that aren't.

Ms. Pontious: Is the 9 feet a safe height for them to be working at?

Mr. Scheerer: Trust me I think Yellowstone would like to see it about six feet tall but I think that is going to create a whole bunch of different problems. I did speak with Chris that when we are bringing the lift in to do the palm trees and stuff that is a great time to get the guys to come in here and go with the lift across the top to get Mario and the guys off the ladders as much as possible. As you know that is a berm so it is a little difficult for them to do it. They do it but understand that they do take time in doing that. It is not the sides that is the problem, it is the top that is the problem. We will work with Yellowstone on that. We don't want to put any of the crews in jeopardy. We do palm trees a few times a year so that is a good time for them to come in and just do it with the equipment as opposed to try to get the tops cut back down with the ladder.

Ms. Pontious: I don't think people would be ultra-concerned with 8 feet or 9 feet if they realized that it is really a safety issue for the people who have to do it. If there is a certain size ladder that they are using or something that we can help accommodate them please bring that back to us so we can address it.

Mr. Ference: Alan, you are doing a great job and tell Yellowstone we appreciate how nicely they keep all our property. Everyone that comes in says wow. Thank you.

Mr. Scheerer: I will pass that along.

Mr. Ference: It is unanimously felt by most of us. I think that they are doing a great job.

Mr. Scheerer: Thank you.

**C. Consideration of RFP for Amenity Management**

Ms. Pontious: We have consideration for RFP for Amenity Management. Do we have a change in the document or anything that we want to review?

Ms. VanSickle: Definitely. I think we need to go over it. Are we adhering to everything that is in here, too? Let's start with the scope. The second page, it says everything listed above with the exception of operation manager shall be exclusively assigned to the owner's property. Is this something that should be on the RFP going out or is this specific to one company?

Mr. Deane: If you hire a company I think that usually the operations manager goes to more than one location.

Ms. VanSickle: I don't know.

Mr. Flint: In this instance the operations manager is Alan so the thought being that typically they serve multiple communities you wouldn't want to pay the cost of having a person like that here 40 hours a week. If you do, however you want to do the scope is fine. I think it would impact your price.

Ms. VanSickle: Ok. Number 2.1 under General Coordination it says the contractor shall distribute minutes of each meeting to all attendees within five (5) business days, as well as other parties with a need-to-know. Could you define need-to-know?

Ms. Carpenter: How about material points of the meeting is a little more appropriate than need-to-know.

Ms. VanSickle: That need-to-know sounded a little secretive to me. Everything we do is public record. It is just the terminology that bothered me.

Ms. Pontious: I think the intent was probably if we are talking about a certain topic that effects other people then the document would be given to those people that the topic effects. If there is a better terminology that is fine, but I think that is the intent is that we inform if we are talking about hedge height and there is a representative from the community wanting to have that information we should make a specific effort to get it to them.

Ms. VanSickle: But with everything being public record.

Ms. Pontious: It is public record anyway.

Mr. Flint: There are a couple exceptions where certain things like if we are going to litigation or something like that, but other than that.

Ms. VanSickle: On the top of the next page, and this is under Operations Manager, it says weekly daytime and nighttime site visits. We don't do that do we?

Mr. Flint: We do weekly daytime. The purpose of the nighttime is street lights, which is primarily why you would do that. We are able to use security for that purpose so if there is street lights out in the evening they can help report that and get the utility company to respond.

Ms. Pontious: Why don't we scratch the daytime and nighttime and just make it weekly visits?

Ms. VanSickle: The one thing that hit close to home for me and in here it says a schedule of activities must be kept current for Lake Ashton and posted in a proper location. That is something that has been very important to me that we keep all our information current. I am just highlighting that. In here it did say the website is the responsibility of the contractor. I know we had a discussion about that last time. The cable channel, are we going to keep our cable channel? Is that something that should even be in here? What is our status of that?

Ms. Pontious: What is going to happen because of the change with them?

Ms. Adams: Spectrum Communications at this time is continuing to maintain the local insertion channel or the community access channel for those who receive Spectrum services. We all know that is fewer and fewer people every day. We also know that with the last few years of survey the ability to access channel 96 or channel 732 has become

decreasingly popular. It is not an important service to residents but staff has continued to maintain it while it is available for those who are receiving Spectrum services. Spectrum has not committed to maintaining that in a long term basis because that was part of the bulk agreement with MX Communications. There is no agreement in place. Spectrum has not provided an optional agreement though they said they would do that for the Board's consideration. At this time that is the status.

Ms. VanSickle: Is that something we want to continue to spend staff time on keeping staff from doing other things like the website which I would see of as more of a priority than a channel that a lot of residents aren't even able to get.

Mr. Deane: I agree with that. More people are using the website than they are the television. Maybe we should eliminate it.

Ms. VanSickle: I think so.

Mr. Costello: The only thing there is recently during Hurricane Irma there were times that quite honestly I think the television channel – it doesn't cost us anything other than time, but there are times when I think it is an asset we could use. To just give it up, I mean as it isn't costing us anything, I don't see why we wouldn't want to do that. Have we had anything on the robo calls? Have we moved forward with that at all?

Ms. Adams: I do have an update for the Board under community director report and that is a new technology. Right now that technology can be considered under website maintenance since that is based on the hosting platform.

Mr. Flint: Tricia, there is not a lot of staff time that goes to keeping this cable channel updated correct? It is basically a PowerPoint slide show that runs through?

Ms. Adams: Correct.

Mr. Flint: So there is not a lot of staff time I would think that is taking away from anything else but if you want to get rid of it we can obviously take it out of there. If you want to put if applicable to the extent Spectrum no longer provides it you could recognize that it may go away.

Ms. VanSickle: I would like to see the staff time prioritized to the website over that. If one is not going to be kept up to date I'd rather see it be the TV than the website.

Ms. Pontious: I just wonder how many people are still going to have Spectrum and have access to it at all. If it is 20% of the community, it is not worth keeping.

Mr. Costello: Tricia, have we heard at all from Frontier whether they would include and give us the same thing? Frontier seems to be, you see a lot of their trucks.

Ms. Adams: Staff was not directed to contact Frontier. That was discussed at a Board meeting but the Board did not take any action. The extent to my report regarding the status of the local access channel is that Spectrum indicated that they would provide a cost to maintain that which would be presented to the Board. That has not come forward nor has staff been directed to contact Frontier. That can certainly happen.

Mr. Costello: I did speak to one person from Frontier and he said it would have to go before his superior prior to the commitment being made. I haven't heard back from him. I will contact him later on today. Like I said if we can get it for free the price is right and I think that we should maintain it.

Ms. Pontious: So we will table it until we see what happens in the wash of all this.

Ms. VanSickle: Under 3.6 Community Meetings, the last line it says representatives from each facility should be available to present new programs within the community for residents to participate. That is a good idea but we really have no control over that. I am not sure that should be there. I think the invitation should be open.

Ms. Pontious: When you are talking about community meetings there, that is primarily the new resident orientations?

Ms. Adams: I think Lake Ashton has several types of community meetings. We have regular information meetings known as Monday Coffee. There may be times where it makes sense to do a special forum such as the recent cable and dish forum or the recent security service forum. I recently had a request from a resident who appreciated those forums to consider facilitating a landscaping forum in the spring so I wouldn't want to be too rigid about identifying community meetings because there may be some wanted versatility flexibility based on the needs of the community. Certainly new resident orientation is also offered but in the past we have also offered new resident socials and multitude gatherings for the residents.



Ms. VanSickle: The next to the last page under number 6 response time. It does not list a time. Contractors should provide within the amount of time indicated in the agreement. But there is no listing for that here.

Ms. Pontious: You have 6.1 and so forth there is times listed on some of those as you go down through those.

Ms. VanSickle: Well it says the contractor shall be available 24 hours 7 days a week but is that response time? I saw that as two different things.

Ms. Pontious: Ok.

Ms. VanSickle: How do the rest of you see it?

Mr. Deane: Response to what?

Ms. VanSickle: It doesn't really state.

Mr. Costello: There should be a time on it.

Ms. Adams: I would mention to Supervisors that this scope was developed prior to some of the new technologies that Supervisors to communicate with staff such as text messaging and the prolific use of having personal devices which allow to monitor email as well as incoming telephone calls at any time or location.

Ms. VanSickle: But I believe there needs to be a time limit.

Mr. Costello: Designate a time.

Ms. Adams: 24 business hours?

Mr. Ference: It is not an issue and we are making it an issue, why don't we just designate an 8 hour, 24 hour period and see where it takes us. It has not been an issue so far, why are we making it one?

Ms. VanSickle: You shouldn't put something out that doesn't make sense.

Mr. Ference: It hasn't been a requirement of us to identify a timeline because it has not been an issue. Now if it becomes an issue then I think we need to address that but to anticipate let's just say 24 hours and be done with it. So I make a motion we say 8 hours, 3 business days etc. etc. any number should do because it is not an issue. So I make a motion let's indicate the time required for a response should be within 3 business days.

Ms. VanSickle: That is a little long.

Mr. Deane: I would say 24 hours.

Ms. VanSickle: Now going down to 6.1, "The contractor shall provide supervisory and operating personnel as required who shall be available on call 24 hours per day, 7 days per week." Shouldn't we list, you might not think it is an issue, but what type of hours we expect for coverage of this building? Should we be more specific? I think we should have weekend coverage in here. You may not, but I think that is something we need to talk about.

Ms. Pontious: I think this is response time. That is a different issue than what you are talking about. You are talking about consistent staffing.

Ms. VanSickle: Where would that need to be?

Mr. Flint: I think you probably want to add a new section and have a schedule by position. That way the respondents can price it accordingly. If you are requiring maintenance on the weekends they know how many hours of maintenance time.

Ms. Pontious: Maybe under job descriptions in that section put it in there so that we have a better understanding of what that time is committed to. That is going to make a phenomenal difference because if we are requesting 8 hours a day 7 days a week it is going to make a big difference for different positions. I don't know, is that something that should be negotiated once you select someone?

Mr. Flint: I think from a bidding perspective you probably do need to have the positions listed and number of hours a week you expect so you have an apples to apples when you get the responses back.

Ms. Pontious: Or is that a scheduling issue that we want 40 hours a week but we want a flex schedule.

Ms. VanSickle: Scheduling.

Ms. Pontious: So maybe an addendum on the job description or the amount of time on each position with flex scheduling. I don't know if we are looking to expand the money we are spending necessarily as much as we are the coverage of the facility. So we would be looking at that on the maintenance position.

Ms. VanSickle: I think maintenance positions are scheduled.

Ms. Pontious: So the only one would be the activity then so that there is somebody here more frequently.

Mr. Flint: So you want to keep the positions full-time, it is just you want coverage 7 days a week so their proposal is going to show us staggered schedules so that you have coverage. How many hours on Saturday and Sunday are you looking to have coverage for the non-maintenance? How many hours do we have on maintenance?

Ms. Adams: The current staffing strategy for maintenance is to have someone here seven days a week to perform opening procedures. On the weekends the timing for the schedule is based on the events that are scheduled. So if we have a ballroom rental event or resident event we may have one or two people here for longer hours than if the room is not scheduled for setup but we do have coverage seven days a week for opening procedures. There is a checklist for each room.

Ms. Pontious: Is that an issue when we have the pool attendant when we are registering guests or are you looking to have someone in the building?

Ms. VanSickle: I think the pool attendant is a totally different job as far as I see it.

Mr. Costello: That is only certain times of the year anyway.

Ms. VanSickle: The pool attendant wouldn't be answering questions on activities and that type of thing. I have to say our pool attendant is absolutely wonderful. He is very attentive to residents' needs. He is very polite. I cannot say enough good things about him. He is doing a great job.

Ms. Pontious: Ok, but what we are really doing then is attempting to get activities coverage on Saturday and Sunday four hours a day? Ok so if we can somehow write that in. The activities person would be four hours a day on a flex schedule.

Mr. Deane: I'd like to meet with Tricia and find out how she schedules at the present time and see if it covers what you are looking to cover. She has schedules made up.

Ms. Pontious: We have coverage on Saturdays when the pool attendant is not here but we have never had coverage on Sundays.

Mr. Deane: We have coverage according to what Tricia said seven days a week.

Ms. Pontious: Maintenance, yes, but not activities to answer questions from people.

Ms. VanSickle: We are a growing community and I think the need for that is going to be more as we move forward. We have a lot of new people coming in.

Ms. Pontious: It might mean additional hours of employment to staff that position.

Ms. VanSickle: I was talking to Tricia about this at one point and she said we needed an assessment of the hours that were needed. How would we go about that?

Ms. Adams: I will defer to the District Manager on this. I am not going to be part of the equation moving forward with the onsite amenity management, but typically if you are looking at additional workers that are needed, you would want to assess the current staff and the workload. That is something that could take place under the direction of the Board. George will probably have some additional input on that.

Mr. Flint: For purposes of the bid document I think you need to define how many hours and then you can negotiate a contract but I think in here you probably need to be explicit. Four hours of maintenance on Saturday, four hours of maintenance on Sunday, four hours of activity on Saturday and four hours of activity on Sunday recognizing that based on the activities that are actually occurring those numbers may be greater or less. You may have six hours on one day and two on the next. For purposes of pricing so everyone is on the same page if you define it that way then when you negotiate the contract I think you would have some flexibility in adjusting that schedule.

Ms. Pontious: So do all these positions need to have hours placed on them then?

Mr. Flint: If you want to get an apples to apples I think you should because the staffing variation could be significant from what one company is proposing to another if you are not explicit about that. Language could be put into the contract understanding that they may vary but the price should be based on these hours. Right now we have a full time maintenance person and a part time maintenance person. If you want two full time maintenance people it should state that. If you want additional activities assistance for coverage on the weekends you may need to add a part time activities assistant versus just having one full time like we have now. Otherwise they would be working overtime.

Ms. Pontious: Under the activities job description we would add a full-time plus a part-time? It says full-time or part-time hourly so we need full-time/part-time instead.

Mr. Flint: Yes.

Ms. Adams: Full-time plus part-time.

Ms. VanSickle: And the four hour a day is what you are thinking for the weekends?

Ms. Pontious: Because even like the activities assistant, communications is listed right now as full time or part time, there is no number of hours for that.

Mr. Flint: Probably what you want to do on the activities assistant is define the total number of hours a week and let the proposer decide, do I want to hire two part-time people or one full-time and one part-time. There is a difference in cost with benefits and health insurance and that sort of thing. They may be able to hire two 29 hour a week positions and be able to provide a lower cost than a full-time position with full benefits.

Ms. Pontious: So we need to change the classifications on all those job descriptions because even the clubhouse worker says full-time. There is not a part-time worker listed.

Ms. Adams: There is a job description for part-time. The only difference is it says part-time, but it is the same responsibilities. I didn't include it because it was redundant.

Mr. Flint: We could use the same description just say full-time/part-time. Then you probably want to put a table and the scope with the positions and the total hours a week. I think you could handle it that way.

Ms. Pontious: Because the bidding would be significantly different based on the number of hours per week.

Mr. Flint: Yes.

Ms. Pontious: Who has done this document for us?

Mr. Flint: This was part of the existing contract and we provided it to Andrew. We have also looked at it.

Ms. Pontious: Who would make these changes?

Mr. Flint: I would think you would want Andrew to do that to be independent since we are currently providing the service.

Mr. Costello: With that I think it would be a good thing on the part of the Board to, we have other people in this audience here that have written these kinds of RFPs and everything else and quite honestly I think maybe if we could get two or three people to

review this and get their independent interpretation of what is going on and what is needed and what isn't needed. Another thing is the distribution of this. How will this be put out to different companies for bid?

Ms. Carpenter: On your first point I think what I would suggest is we will take back the comments we got today and make those revisions and get it to the Board. If you want to post it perhaps we could say you have a week to submit any additional comments to get it in final form. From a distribution we can advertise and you can direct us where you want to advertise whether it is Orlando/Tampa/Lakeland, whether you want us to send it to other management companies. It is really up to you how far of a distribution you want to put out. If you put it in the paper you will get everything, HOA management and all kinds of things. If you want it to go to particular folks with CDD management it is really up to you where you want to post this.

Mr. Costello: I will tell you the truth, I really wonder that we shouldn't be employing the onsite people by ourselves as a Board instead of through the management company. One of the things that got me in here was the contractor will assign the community director. Quite honestly I think we are at a point where we should have a little bit more say as to say, and I have no problem with the people that have been here, I couldn't say enough good things. Tricia has kept this place running extremely well. I have a lot of faith in one person that I would think would succeed her, but by the same token I think we should have a little bit more say as to who is doing what in this community.

Ms. Carpenter: Historically again just from our experience the issue with hiring your own people is then you have to have someone manage them. It is really not the position of the Board of Supervisors to be doing day to day management. I guess if you hire a manager full-time here to manage the staff you could do that but then I think you are increasing costs fairly high.

Mr. Costello: I would think that would be the job of the director who would report to the Chairman as far as any type of problem that is going on within the community as far as work status goes.

Ms. Carpenter: Again, I was just giving you experience. There are one or two CDDs that hire their own employees.

Mr. d'Adesky: Of all the CDDs in Florida there are only one or two that directly hire and those are typically very large, like the Villages, which is the size of a city at this point. They use it for all of their CDDs. There are multiple CDDs there. They use it for overall status. When you get towards a city or a town sort of size then you have the economy of scale but simply because you are dealing with a lot of smaller communities, CDDs are not that large typically, they will hire a management company which is able to use that economy of scale to service several communities. Smaller towns often do that for counsel and for their actual town managers and whatnot. They will split that cost because when you get into benefits and liability those costs can really get very high.

Mr. Flint: I understand that we are providing this service and we are potentially bidding on it so I don't want there to appear that I am influencing it in any way the scope or your discussion on this. Obviously my livelihood is based on providing management services so that influences my perspective on this. We do some CDDs where we provide amenity management. We manage many more where we don't provide amenity management. We have districts where we have third party amenity managers and we just serve as District Manager. We have districts where we provide amenity management and we do have districts that have full-time employees directly employed by the CDD. Those are the three models you typically see. The downside of direct employees is the provision of benefits. That is one issue. You have to provide their health insurance.

Mr. Costello: You don't provide health insurance?

Mr. Flint: I am saying for direct. Yes, at no cost to the employee.

Mr. Costello: We are not being billed on their total package?

Mr. Flint: You are billed on their salary plus a multiplier that takes into account. I am just saying it is more expensive to insure a smaller number of people. You have that. I have been involved in firing employees in the parking lot after Board meetings because in situations where they are directly employed because personal matters have to be discussed in public meetings. There is a lot of downside to that. I am not saying that it is

not done. You just have to weigh the pros and cons. If there is any perception that under a management situation you don't have full say then there is a problem with the management company that is providing the service. We are here to serve you and the other management companies are as well. The fact that they are not direct employees shouldn't influence whether you feel they are being responsive.

Mr. Costello: I don't want to be misunderstood. The only thing being is that we received a notice this week and I would have thought that we would have at least been asked to put a little input into it, a little bit of agreement into it. This is our community. We live here. The residents, they are either going to benefit and like I said I think your choices are phenomenal. We have success in this community. It is unbelievable. But by the same token it is always nice to be asked instead of told.

Mr. Flint: I understand that, but the staff here has been very stable over many years. Tricia has been involved in this community for over 15 years. At some point people have to look out for their own self-interest as far as their career development and that comes into play. I understand what you are saying. I don't know that you can have the limitation on liability and also choose to make the decisions on employee staffing. Again there is a tradeoff. Having the direct employees comes with some downsides. Not having it there is downsides and positives and you all have to weigh those and decide which way you want to go. I will try not to say anything more now. This is really your decision.

Ms. Carpenter: I did ask George for the input, which I know was awkward for him. That is the whole point of putting this on the agenda today was to hear the first draft of starting with the contract and the current job descriptions is to get input from you all as to what you want and how you wanted to run in the future. So this is really a first step. We will take the comments, revise it and then put it out for any input you all have. The Board needs to decide which route, whether it is management or not. The one other thing when there are direct employees, you do end up with additional legal work just because you have all the employee matters and miscellaneous things that come along with it.

Mr. Costello: The only thing is no matter what happens with them that there are additional legal fees or anything else, and I don't blame you people. I don't think you are



doing it out of the goodness of your heart, and I don't think you are paying the bills. In the end we are paying the bills. We are paying for whatever transpires with the employees.

Ms. Carpenter: It certainly is your decision. I don't mean to sway you either way. I was just laying out some of the issues that we see when there is direct employees but it is certainly an alternative and there are a few districts that do that.

Mr. Ference: If it is not broken why are we trying to fix it? What is broken? We are saying that it is six and ½ a dozen.

Mr. Costello: I am not saying it is broken, but maybe we can make it a little better.

Mr. Ference: Well it is obvious that there is no 100% guarantee either or. It is not that there is a better way obvious to everyone it is what you choose to do. As you said the scale of economy for us to insure five people as opposed to the management company insuring 500 people is certainly an issue and other costs associated with that. It has worked well for us for 15 to 20 years. I don't understand.

Mr. Costello: Like I said one person it is just my opinion. I take it you don't agree with it. I will fight to the end, it is your right to not agree with me, but at the same token I thought it was something that we should look at.

Mr. Ference: We have and I think that we should resolve that it is not broken. We have looked at something else and it is not better by any measurement.

Ms. VanSickle: I think the purpose of five of us up here is we get five different perspectives. Sometimes if we all contribute we can come up with something that is even better than what we have. Even if it is not an idea that everybody accepts, at least you put it out there for discussion. You may not have thought of something. Carol may have come up with a brilliant idea that never entered my mind, but I think it is the consensus that leads us towards improvement. I don't think we want to be stagnant, I think we want to continuously try to improve.

Ms. Pontious: I tend to agree with Mike. It is nice to be able to know and have input into things. I get that side of it, however I see the other side where GMS has provided employment for the people that work here. Matt is happy with his benefits. Would we be able to provide the kind of benefits that he needs for his family?

Mr. Costello: Quite honestly, Carol, we don't know. I hate to interrupt you, but we just don't know because we haven't explored that avenue.

Ms. Pontious: Well I am just saying what we have is working. They are providing good things for good people and that is what has maintained our thing here. We lost Tricia once before. She went to work someplace else. We like changes in our careers at different points in our lives and I think she has decided that after 15 years here she is ready for something else. I am telling you working for 15 years with people like us is a real trial and tribulation. So the fact that she has decided that it is time for her to move on and do something different, I only respect the fact that she has done a tremendous job for us and that she has the ability to move forward and become it is my understanding in the hierarchy of the District Manager classification, and we would do nothing but wish her the very best in that endeavor.

Mr. Costello: I agree with you wholeheartedly, she has done a phenomenal job keeping this place running. I don't take it as being an easy job. I think the person that they are looking to replace her with is a good person and is going to do just as good of a job. I wish everybody the best of luck as they move on but by the same token it is always good to explore other avenues.

Mr. Deane: I am not against exploring avenues but having my own business in my lifetime I know what it costs for insurance. I know what it costs for benefits and for insuring five or six people, it costs an awful lot of money. In addition to that you have paid holidays. In addition to that you have vacation pay. All that is taken care of through the management company at this time. Yes they charge us for it, I understand that, but I don't think from my experience we can do it cheaper.

Ms. Pontious: I also appreciate the management company from the standpoint that these jobs are theirs to fill not ours. If someone gives us a weeks notice or walks off the job we are without, where they supply another person if necessary. I like the consistency and the professionalism we have seen and we don't have to show up at the activities desk because the activities assistant left today. We are not paid that kind of money.

Mr. Ference: Can we move on?

Ms. Pontious: I think we need to put it to rest one way or the other. Are we going to stick with a management company or go through this bidding process? Are we going to hire a management company minus the employees? I think that is a valid issue. Do we want to vote on it? Who wants to keep employees as part of the management contract?

Mr. Costello: There is no motion at this time.

Ms. Pontious: No it is not a motion. We are discussing. Mike feels the way he feels and he is entitled to feel that way. It is what the rest of us feel along with that.

Mr. Ference: I share Borden's point of view.

Ms. Pontious: So, Brenda, are you willing to keep the employees in the contract?

Ms. VanSickle: Yes.

Ms. Pontious: Ok. Borden is and so am I, so we appreciate your opinion, Mike, but at this time I think we are going to move forward with the company. We have said when we start this thing, you win some and lose some. So we just move forward.

Ms. VanSickle: We appreciate all comments and everyone is entitled.

Ms. Pontious: So we note what changes we need to make the full-time/ part-time part. Put an hour adjustment in there and at that point we should be ready to go.

Mr. d'Adesky: I guess ultimately I can't make up the numbers for you. You kind of have to give me the numbers.

Mr. Deane: I would like to speak to someone who has already written the numbers before I try and give you the numbers. This is different than the type of business I ran.

Ms. Carpenter: How about we make the changes we have heard today. I think we have some ideas and in the meantime if you all do your investigation work you can see whether we, and we will talk to George and Tricia on the weekend hours whether four hours a day is pretty much what they need and give you what we think based on the experience here. Then you all can look and get any other input you all need to individually of course. When we send it to you give us back your comments and hopefully we can get the final to send to everyone to approve. I guess the next step then is once you do that is where you want it advertised and how you want it whether it is newspaper advertising, sending out to management companies. The newspaper gets

everyone. You will have HOA people. We don't have any experience although you are experienced with the restaurant. There really are not that many companies that provide CDD amenity management. There are a handful.

Ms. Pontious: Is there a professional organization within that group?

Ms. Carpenter: No. We can give you a list of who we know. Again being here with an ongoing manager it is a bit awkward to say we think you should go to these companies. We can give you a list of everyone we know of and credentials and then you can decide whether we send to those and whether we include HOA management. You might want to put an ad to see if there is anybody else out there but it would be a different quality. I would think that you would want a company with government experience to make sure that you are getting what you need. There is so many nuances that you all know to running a government.

Mr. d'Adesky: I think I have said this before and at the end of the day the employees, let's say there is a public records request given to the activities employee. They are responsible to know that they have to run that up the chain with George and to us. There is something to be said to having some background in this versus an HOA.

Ms. Carpenter: We will give you an RFP with the numbers that we have gotten from the current management company and then you can give us back your input. We will give you the list of CDD managers and if we can find something describing each of them then you all can give us your input plus any other names that you know or have heard of. That is probably the easiest way. If anyone wants advertising just let us know and I will send it.

Mr. Flint: So would you bring it back next month?

Mr. d'Adesky: We will bring it back next month for final approval.

## **SEVENTH ORDER OF BUSINESS      Monthly Reports**

### **A. Attorney**

Ms. Pontious: Ok do we have any additional attorney reports?

Mr. d'Adesky: That is it unless you have any questions.

**B. Community Director**

Ms. Pontious: Community Director Report.

Ms. Adams: Good morning again. Included in the agenda packet that was distributed electronically as well as in your mailboxes, there is a community director report. Subsequent to writing the community director report I do have some updates on about six different areas. I also want to recognize Mr. Cruz who is here today. John is with Community Watch Solutions and he has oversight for the security services that CDD pays for at Lake Ashton. That includes the staffing of the entrance gate, patrol, as well as the pool officer. John did you have any comments for the Board or any questions for the Board or otherwise does the Board have any comments or questions for John Cruz? I did want to recognize his attendance and thank him for being here.

Mr. Cruz: Good morning. I have nothing to report, but if the Board has any questions for me I am here.

Mr. Deane: You are doing a good job.

Mr. Cruz: Thank you. I do appreciate the compliments about Gary our pool attendant and I will be passing those along. We will make sure we give him a little something for his hard work.

Ms. Adams: First of all I think I will go ahead and go through the updates because that might answer some of the questions that you all may have for me. One of the topics that we have already discussed this morning is the ability to distribute bulk text and voice messages primarily for the purpose of public safety messages. I think the goal is to get the system up and running prior to hurricane season in 2018. That concept was approved last month and the Board understood that it would be about \$20 a month to add this cost to the existing hosting site for the website ashtonliving.net. Subsequent to last month meeting I did communicate with the HOA Board of Directors. I would like to recognize the President of the Board of Directors, Bob Sosinsky is here this morning. We have had a couple of conversations about this and as we were doing this and communication with stakeholders the way that the account is set up right now is that the HOA and a pro-rata share with the HOA from Lake Wales pays the monthly hosting platform fee. The HOA

felt that the easiest way to pay for the service was for the HOA to pay for the service and for them not to seek any reimbursement from the CDD on a month-to-month basis. So the HOA has offered to pay for this service \$20 each month. I just wanted to get the Board's endorsement on that concept. Again, the purpose of the messaging system is primarily for public safety messages. Some things that you will see in the upcoming months at Lake Ashton and some complicating factors with this. One thing that we know right now because so many residents are changing their data service at their home and data services encompass voice and cable services, we have a lot of new telephone numbers. We are gathering information from residents regarding their up-to-date home telephone number. For residents who would like to receive text messages regarding public safety alerts or public safety notifications for Lake Ashton we will be promoting that in media to be sure that residents provide that information. You may see some changes in some forms, the resident director update form. We need to make sure that we are matching fields and that the data is entered in the correct spot so there is some internal things that you will be seeing. Also the intern that we are working with from Warner University, one benefit to Lake Ashton is that he is a communications major and his specialty is producing voice work. We may have an opportunity to use the Warner University studio to create a series of messages. We know that in the spring when the temperatures warm up that this is active alligator season. We know that on June 1<sup>st</sup> that is the beginning of storm season which also means hurricane preparedness which also means lightning safety. So staff is working on a calendar of public safety messages that would be presented to the Board that are just general alerts. Very similar to what you see in the media where we are pulling information from different organizations whether it is the State of Florida, the Fish and Wildlife Commission regarding alligator safety or the local sheriff's office, etc. reiterating those messages that would be for Lake Ashton residents utilizing this new service that we will be implementing. Prior to hurricane season you will also see the up-to-date staff hurricane plan which will include the way that this would specifically be used for hurricane season. So that is an update on messenger service. Christine has been working with me with all of the projects that we

are discussing today so she is hitting the ground running and taking the bull by the horn sort of speak. The next item that was brought up during last month's Board meeting was the recently shuffleboard resurfacing project that there may be some issues with the slope on the courts. I thought I saw Orlando Martin here this morning. Did I see Orlando? Yesterday staff had the opportunity to thank Orlando. I would like to thank him again. He was generous with his time willing to come out and meet with staff as well as meet with the contractor. He set up equipment and provided two players to demonstrate his concerns. The person who did that work at Lake Ashton specifically was actually out of the state, but fortunately one of the co-owners of the company was able to come and to video tape the concerns and to document all of the concerns in order to convey that back to the technician who will be working with staff on addressing some of those issues. One item that I neglected to put in the community director report under resident services is at the activities desk and at new resident orientation we have a resident, John Velebir, who I believe is here this morning and he has brought forward a concept and working with the Supervisor of Elections office to make sure that we have resources at the activities desk for voter registration and the guide to elected officials so at new resident orientation or at the activities desk we have a resident who is making sure that is kept stocked up. Residents can now pick up those forms at their convenience at the activities desk. A couple of other things yesterday staff electronically mailed a proposal for the pavilion roof. The pavilion roof was damaged during Hurricane Irma. A week after the hurricane that Monday we had our insurance adjuster who identified that a new pavilion roof would be scheduled as part of the insured items that are covered. The roof for the clubhouse was recently bid out to three different bidders and Jurin Roofing was selected as the roofer to do the work on the clubhouse. You can see some of the results and you can hear that they are now diligently working on the roof as we speak. They are scheduled to wrap up the roof project in about two weeks so we are looking at the end of January. If the Board would like to move forward with approving the proposal for the pavilion roof they can either simultaneously or at the end of the clubhouse roof project take care of replacing the roof at the pavilion.

Mr. Deane: I make motion that we accept Jurin's contract to do the pavilion roof.

Mr. Costello: Second.

Ms. Pontious: We have a motion from Borden and a second from Mike to accept the proposal for \$7,667 to replace the pavilion roof. Any further discussion?

On MOTION by Mr. Deane seconded by Mr. Costello with all in favor the proposal from Jurin Roofing to replace the pavilion roof in the amount of \$7,667 was approved.
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Ms. Adams: Another item that is related to hurricane damages is the 400 feet of shoreline. The Board has already approved a proposal from Lake and Wetland Management to do a solution out there. That solution does require a little bit of dredge and fill. I have been in communication with Southwest Florida Water Management District regarding the possibility of a waiver of the permit process because it was due to hurricane damages or perhaps there was some other work around regarding the relatively small amount of shoreline. It turns out because it is a dredge and fill project that we do need to seek a permit from S.W.F.W.M.D. In the past, all of the work that we have done out on Lake Ashton has been permitted by FWC and because the lake is owned by the state but in this case it is Southwest Florida Water Management District so staff will be working to take care of that. We do need to have that permit in place before the work can begin. Another thing that I just want to enhance for the Board is information regarding the energy conservation survey that was facilitated back in August. For several months you have been seeing that listed as a special project under community director report. TECO provided a comprehensive report regarding various energy conservation opportunities for Lake Ashton. The low hanging fruit is certainly LED bulbs. Right now at the Lake Ashton clubhouse we have about 926 bulbs. Manufacturers are now creating LED bulbs for lamps that are compatible with the existing fixtures. Happily TECO does offer a nice rebate of \$148 per kilowatt reduced up to a certain amount. We have applied for these rebates and we have a pre-approval in place from TECO. We have bid out the lamps or the bulbs to several different vendors and we have also searched prices with Bulbs & Batteries plus with HD Supply who is the commercial Home Depot supplier for



commercial accounts to get the cost for replacing all the light bulbs. When the new LED bulbs are in place, not only is there the benefit of that immediate rebate but we also have the benefit of saving money on our electric bills per kilowatt hour which TECO can easily provide a calculation on that. Truly for the Board one of the things that I think you will be most pleased about is that the LED bulbs tend to have a ten year lifespan. Being able to go through the facility one time and put all of those bulbs will save on maintenance time. It will save on those times when we need to have staff on very high ladders. This is something that our employees have the technical ability to do the installation and save money there. In your future you will see an invoice for the light bulb purchase but there is going to be some significant cost savings to the District and significant maintenance savings. I did want to make you aware of that project. I also want to recognize Matt Fisher who has worked hand and hand with this project doing a comprehensive inventory of the bulbs. Matt Fisher is also the one who went door-to-door and did the survey for the hedge heights. He has been very hands on with all of the capital projects and maintenance projects that we have been doing. So that is very good. I also want to recognize Christine Wells who has worked by my side for the past five years who has had a hand in all of the improvements you have seen here at Lake Ashton in terms of cost savings and continuous improvement plans. I think that is all the updates. I did make a note last month on the agenda and I forgot to bring it up. I think one of the Supervisors may have an interest in discussing the restaurant hours. Right now the restaurant is open 5 days a week. They provide lunch and dinner Tuesday through Saturday. I had made a request to the restaurant to resume six days a week operation. They sent an appeal back to the Board to see if they could continue 5 day a week service and to continuously monitor that for the time when they see that there is some or enough support to sustain the six day a week operation. I didn't want to let that go by without making sure any Supervisor who wanted to have input on that feels they have input during this forum.

Ms. VanSickle: I think we got that message from the restaurant. We need to respond to it. I don't think we should ignore it. It doesn't bother me one way or the other. On the flip side of that if they can't make money now, I would be very concerned.

Mr. Deane: If they don't do the business now they never will. I don't see why they shouldn't be open six days.

Mr. Costello: Have they indicated to you what they plan on doing come the end of the year as far as continuing service?

Ms. Adams: No, it would be premature to have that conversation. Christine was recently copied on some communication. Staff does regularly releases including reminding the restaurant owners about things that are coming up for example on January 25, the fourth quarter calendar financials are due to Supervisors. I did take an opportunity to recently write to the owners and let them know that there would be a change in the person who is responsible for lease compliance and identifying that person as Christine Wells. In that I also made an opportunity to let them know some things that were due in the short term such as the restaurant financials. I also reminded them that 90 days prior to the expiration of their lease term the Board would be expecting written communication regarding their intentions. So June 1<sup>st</sup> is the last day for the current lease and if you back that up three months we are looking at March 1<sup>st</sup>. That would be something that the Board is expecting. Christine is aware of that. That would be the time to get an understanding of the operator's intentions regarding the status of the lease.

Mr. Ference: Are you through, Tricia?

Ms. Adams: Unless the Board has additional questions.

Mr. Ference: All I would say is thank you for that very professional and complete and exhausted report as you do each month. Thank you very much.

Ms. Adams: My pleasure.

Ms. VanSickle: I do think that we need to respond to the restaurant. I think it is very impolite to ignore anybody. They did come forward and ask I think we need to give them a response.

Ms. Pontious: So that response would be that although that we do not agree with their decision we are committed to accepting it.

Ms. VanSickle: We are not committed to accepting it.

Mr. Deane: The lease says six days a week. Comply with the lease.

Ms. VanSickle: That point is valid.

Mr. Costello: Is there any chance that they don't want to open on Monday being that Bingo is here and they are planning that there is a shortage of parking spaces. What are the chances that they could open on Sunday? They have two other restaurants that I believe are open on Sunday. Once again we negotiated for six days a week. I think it is only fair that they live up to their end of the contract.

Ms. Pontious: I think that is very true but you have to also look at the flipside of that coin and if they can't do that financially, do we want them to leave in February?

Mr. Costello: There are a lot of people that don't want them to leave and as far as I am concerned as long as there are people that are going to go there that they should continue to operate, the only thing being is that I think that we have a valid point in the fact that we contracted six days a week. If we are going to walk away from every contract and say we are going to let this slide and that slide we are going to be held hostage by the people that we write contracts with because they are going to know that write the contract and it is not worth the paper it is written on.

Mr. d'Adesky: Just to be clear so it is unambiguous and also so they don't come back, the contract did provide some flexibility for seasonal fluctuations and scheduling.

Mr. Costello: Seasonal is not 12 months a year.

Mr. d'Adesky: Right. Just to be clear, it wasn't a black and white.

Ms. VanSickle: This is in season though. This is the part that was written for.

Ms. Carpenter: You have had an awful lot of restaurants and turnover and if they don't think they can make money, do you want to push them into a position that may not be cost effective for them and start again? You won't know that, but it is a business issue.

Mr. Costello: One of the things that I see is that they want this. They want to go to five days a week, which personally is fine if that is what they want if that is cost efficient. Why can't one of them show up here and face us face-to-face and say this is our request? They don't even have the integrity of coming here and facing us.

Ms. Adams: I do want to mention on behalf of the owners I have never asked them to attend a CDD meeting. I may have misunderstood the Board's direction, but my

understanding was that the Board did not want to be in the position of directly managing or directly communicating. That was to be delegated to staff.

Mr. Costello: Somebody coming here and making a request to us with all due respect you shouldn't even have to ask them to come here. If it was my restaurant and I had a request like that you can be well assured that I would be standing in front of that microphone this morning talking to the Supervisors of this community. Brenda, would you like to make a motion because there is too much silence here. Would you like to make a motion on us contacting the owners of the restaurant?

Ms. VanSickle: I wouldn't recognize them if I saw them. I remember asking the question when we did the bid who was going to be onsite. I remember that answer. Like I said, I wouldn't recognize them. At this point it's like you said, there are going to be some people that use the restaurant. I am hearing more and more negative. The people that like to go enjoy it, I would like to continue to offer that for them. We have a contract that says six days a week. They have asked for that to be changed. All I am saying is we give them a response. To me it doesn't matter. They lost my business because three strikes. My husband won't go. I am not going in by myself. I think they need to work to earn the business. I think this is the time they need to be doing that. They are not motivated to do that. We can't motivate them to do it.

Mr. Costello: I would like to make a motion that we write a letter to the restaurant and invite them to come and agree their case before us at the next meeting.

Mr. Deane: I will second.

Ms. Pontious: We have a motion from Mike and second from Borden to invite the restaurant to come to the next meeting for a discussion with them. Do we have any further discussion? I only caution that we said after the last time we weren't going to get involved in day-to-day operations, but here we are.

Mr. Deane: This is not day-to-day operations.

Mr. Costello: This is something that goes on at every other meeting that we discuss this restaurant. It is time to face them face-to-face as far as I am concerned. We will iron it out. If it is only going to be five days, it is only going to be five days a week. Like

Brenda said there are people who enjoy it. I want to see it there for them but by the same token we have written a contract. They have a problem with it. Let them come back and face us face-to-face.

Ms. Pontious: Would you like to tell us what your findings are?

Mr. d'Adesky: We are just confirming it. Six days a week is in there, but once again we can mutually agree to do it elsewhere in writing, which is also why we want to have a paper trail.

Mr. Costello: Write a letter and see where it goes. Invite them. I didn't say demand that they show up.

Ms. Carpenter: Should the letter be from the manager or the attorney?

Mr. Costello: The attorney wrote the contract did you not? I would think you would want to enforce the contract that you wrote.

Mr. d'Adesky: We are happy to send the letter. Generally people shiver a little bit more when they get a letter from us.

Ms. Pontious: I agree but we also have kind of allowed them five days a week.

Mr. Deane: During the summer we said five days a week was fine. That is correct.

Mr. Costello: They took it upon themselves to continue the operation of five days a week instead of six. I quite honestly feel that if they want to continue five days a week it is negotiable, but come here and explain to us exactly what your problem is. Explain to us why you can't open on Sunday. They never opened on Sunday so they don't know what their income would be on a Sunday. People like to go to church and go to dinner.

On MOTION by Mr. Costello seconded by Mr. Deane with Mr. Costello, Mr. Deane, Ms. VanSickle, and Mr. Ference voting aye and Ms. Pontious voting nay, the motion for District Counsel to write a letter to the restaurant owners inviting them to come to the next Board meeting to discuss hours of operation was approved, passing 4-1.

Ms. Pontious: I am going to vote negative only because I would still rather do it with our community director rather than as a Board meeting so I am voting no.

**C. Field Operations Manager**

Mr. Scheerer: Good morning again. Field operations manager report was included as part of your agenda. I don't have any other updates so we will just reinforce that we will speak with Yellowstone about upgrading the amount of time it takes the hedge on the Boulevard and make sure they are dealing with that.

Ms. VanSickle: My only other concern was you are checking in the shuffleboard courts and you are going to do the Do Not Walk on the Court sign for Orlando?

Mr. Scheerer: Yes. Thank you.

**D. CDD Manager**

Mr. Flint: I don't have much. I think Tricia's report was very detailed and so was Alan's written report. It was eluded to earlier the Board received an email last week letting you know that Tricia had accepted another position within our organization. On the one hand we are sad that she is not going to be in a day-to-day capacity in this community but we are happy to be able to have her and her expertise elsewhere in our organization. She will obviously be available to the extent she is needed for anything involved in Lake Ashton. She is still going to be a part of the GMS organization and phone call or email or text or even coming onsite to the extent that is necessary. She is not going too far. On an interim basis Christine would be taking on the interim community director responsibilities. We have a lot of faith in Christine. Christine has worked with Tricia for the last five years. She has an undergraduate degree in business management with a minor in marketing. Prior to being here at Lake Ashton she was involved in Champions Gate for ten years so she has a lot of experience in residential communities. We think that she will do a great job for the community and for us. We will be providing some supplemental staffing to assist with Christine's prior responsibilities before her community director responsibilities come online so we will have somebody here five days a week. They will start meeting with her next Monday and getting up-to-speed on what Christine's day to day activities are to help with that to the extent that if we need to provide additional resources we will. We will do whatever we need to make sure the community continues to be served as you have been

accustomed to in the past. I just wanted to pass that on. If you have any questions I am happy to answer them.

Mr. Costello: I would like to take the opportunity to thank both Tricia and wish her the best of luck as she moves on and Christine as she moves up. I am sure she will do a great job for us.

Ms. Pontious: Under your report you were going to have some further information on the sale of the properties from the developer?

Mr. Flint: I apologize. At the last meeting or the last two meetings I think that issue was discussed. Prior to the last meeting we had met with Mr. Maxwell and Mr. Lee. I think the jest of that meeting was relayed to you all. You had asked that we follow up with them to try and get more information, a range or an asking price for the various facilities. I have made that request. I got an email back from Jim Lee just clarifying the nature of the request but I haven't gotten a response back with any detail at this point.

Mr. Costello: Have you scheduled any other meetings with him?

Mr. Flint: No, I haven't. If the Board has any further direction on that I would be happy to do that. I understood out of the last meeting the main request was getting an idea of what he was, on the one hand maybe he doesn't want to negotiate against himself but on the other hand you really can't sell something unless you put an asking price on it. We haven't gotten a response to that request.

Ms. Pontious: We have a joint meeting coming up in February, would it be appropriate to ask to have a representative from whoever he chooses to send to explain to us in detail what it is they want to do and what they expect from us?

Mr. Flint: That is a possibility. I don't think there is anything preventing us from requesting. We can make the request if the Board would like to do that. Whether they want to make this a public negotiation or not would be up to them and I guess it would be indicative in the response we get back.

Mr. Ference: George, I missed what you said. You were talking about Maxwell. What did you say?

Mr. Flint: I said at the last meeting my understanding is the request is that we contact them and determine what the asking price was for their various assets. We have done that but have not received a response.

Mr. Ference: Other information has been given to me to share with the Board to say that Maxwell is very serious about his intention to abstain himself from any interest in Lake Ashton and that he will come forward very soon in the new year. The areas are being surveyed. He is preparing to have these properties fairly priced in the market place and has pledged to come forward as soon as he gathers this information and will bring it forward to us in two packages. The first package would involve the three properties we talked about. Then going forward we would entertain some discussion about the golf courses but it was told to me to translate to the Board that he is very serious and is working on pricing fair market price etc. etc. So when he is prepared to have those facts and figures he will deliver them perhaps to you or perhaps I don't know, I am simply the messenger. I can't answer those questions. I have just been asked to tell the Board that is the intention and purpose. Yes, he wants to sell the property. He would like to sell them to us. He would like to make fair market price available to us and of course we will do our own work whatever that entails. That you may not have gotten more information is through no fault of your own and the fact that I got information is through no fault of mine own. I am just translating what information or sharing information that was given to me to give to the Board. I hope that answers any questions you may have about his intentions or about the delay about having information. I can't say it is going to be at the next meeting either but we see evidence of it with the fact that he is having surveys done and I understand fair market pricing other properties as well. I am sorry I can't answer any other questions because that is all the information I have been given to give to you.

Mr. Flint: I think the same information was relayed to Tricia and me when we met with Mr. Maxwell and Mr. Lee. I shared that general jest in the email to you all after that meeting. Yes, I understand that he is in the process of trying to value those assets. I think valuing the golf course is probably going to be a little more difficult in valuing than the sale center or the maintenance building. So I understand as well that he is in that process.



Mr. Ference: He didn't want us to think because we didn't get information in the first of the year that for some reason his intentions had changed. It is just going to take a little more time than we perhaps would like but that is the way it has been working out.

Mr. Flint: So would the Board like to request that they attend the February joint meeting, or do you want to wait and see what their response is coming back?

Ms. Pontious: It would seem logical to me that would be the time to do it when we have both communities together in the same place. If he's aware of the meeting and he can have the information available for us that would be an opportunity to do that.

Ms. Carpenter: The only comment I have to that is I think the idea of discussion between the CDDs makes a lot of sense, but asking them to present pricing information in public is probably not the best thing because the CDD's information and discussion is public to anybody else who is looking to buy and you are kind of giving your views before it is time to give them on price or what you intend to do. It might hurt in the long run if you end up negotiating against a developer or somebody else down the road.

Mr. Ference: I don't know if his intention is to make pricing available publicly to the Board or however he intends to do that. It is just that pricing is in the process. How it will be revealed I have no idea. I can't judge that we should or should not.

Ms. Carpenter: I was just responding to the request to invite them to the meeting to talk about their pricing or what they are interested in doing.

Mr. Ference: When this began Mr. Maxwell had no intention of seeing both CDDs joined. There was never any condition that both CDDs should become one Lake Ashton.

Ms. Carpenter: I think you just misunderstood. The comment was should they be invited to make a proposal to both Boards when you are together. I am not sure if that is the best thing from a negotiation point. The suggestion was should George invite Mr. Maxwell or Mr. Lee to make a proposal to the joint Boards when you are together since you already have a meeting scheduled in February.

Mr. Ference: I don't think we should make any reference to Mr. Maxwell at all. He knows what he wants to do. If he wants to address the Boards he will make his intentions known. I don't think we should invite him or disinvite him. Let any initiation be by him.

Ms. Carpenter: We agree. That is exactly what I was saying.

Mr. Deane: I would not want it at a joint Board meeting period.

Ms. Carpenter: You have your direction, George.

Ms. Pontious: The flipside of even talking to him about purchasing any of this that it is going to have to be paid for. Where are we at a status in our bond structure and so forth to know what we can and cannot do?

Mr. Flint: There are a couple of things in this process if it appears the Board is the willing buyer and there is a willing seller. Typically what is done is there are specialized consultants out there that evaluate golf courses and it is a two-step process. One is they look at the facilities, the condition, and the assets. They also look at the business part of it. How many rounds of golf, what the annual membership is, making a determination from a financial perspective where the golf course stands, and then from a valuation perspective. Hand in hand with that is if there is a desire to move forward how you pay for it. Part of knowing how you pay for it you need to know how much is it going to cost. The issue with Lake Ashton is that we have already refunded all of our bonds. We did that couple a few years ago and the reason we did that was because interest rates were favorable. There was an opportunity to do that. We didn't know where interest rates were going to go in the future. Refinancing when we did basically we are prevented under the bond documents for levying additional debt or pledging additional assessments against the same properties that the current debt is pledged to. A lot of times when CDDs look at purchasing golf courses they either issue new money, new bonds, or they do it in conjunction with refinancing existing bonds.

Mr. Ference: George, let me back you up a little bit. Mr. Maxwell has not mentioned or talked specifically about the golf courses. Phase 1 are the three properties. The golf course has not appeared because what happens with the three properties in phase 1 will determine what direction he will go with regard to the golf course. So he has said don't lump these all up into one.

Mr. Flint: The same discussion applies whether we are talking about the sales center or if we are talking about the golf course.

Mr. Ference: We have income from the RV properties. We have potential income from the sales center. I just want to make sure that and Mr. Maxwell has made it clear too, so I hope I am not out of line when this came up because he is aware of our bond issue. He has said let's not get ahead of ourselves and let's not worry about it yet. The implication that I received from him, and maybe I am out of line and should stop where I am, but he said let's not get ahead of ourselves until we find out what we are talking about with the three properties and their fair market value and how we go about reevaluating and renegotiating or whatever we do to define pricing. And then let's worry about financing then. Again, I don't want to intimate what information may have come to me directly and I am not intended to share, but he said to slow down and we should do what we need to ascertain the validity, then we would worry about funding.

Mr. Flint: The bottom line is depending on what the purchase price is, that is going to depend on what your options are. If it is beyond just out of pocket, you decide you are going to fund it out of your capital or you are going to increase assessments in your operations and maintenance general fund and fund it that way, you are limited on your ability to borrow either through a bond issue or other financing if you are placing debt on the existing properties to do that. And most of the time, whether you have got rental revenue or other revenue sources that may actually pay the debt service, your primary pledge is often a pledge against the land. You may have a secondary pledge for rental revenue or some other revenue that you can use to pay. Long story short, it is going to be a little complicated if you have to borrow. Even if he holds the note, I don't know how that will work depending on what he is going to require as a pledge for repayment and we will just have to look at that as it comes along. I am just saying it is not going to be as simple as maybe we thought it was going to be by the fact that we have already refinanced our bonds once and we would have to get bondholder consent to borrow more money.

Ms. Pontious: Okay. Just a reminder that we have a lot of people in the community who think they have all of the information and know what needs to be done. Please take the information that George is giving us that we don't know what needs to be done yet and as people begin to tell you what they think needs to be done, please tell

them it has been announced at the CDD meeting that as of right now, we are still in waiting. I have heard all kinds of decisions that we have supposedly made. We have not made decisions. We are not in a position to make decisions until we have further information so squelch the rumors because there is a lot of information out there at this point that is not true. So we will go from there. I also want to make a statement that we have also had residents, and this has been a very difficult situation for GMS and their employees, because the first interpretation is that we are unhappy with their service and that is why we are looking elsewhere. We need to reassure them that is not the case and we value our employees. We have had residents telling the employees what they think they know about the situation. All of these people are dependent upon these incomes for their livelihood and their existence so please don't encourage people or be part of that rumor circuit that tells these people what is going to happen to them in the event of because there are no decisions made, and again we do not want to harass our employees as it may happen to feel to them from people who are telling them what it is going to be or how it is going to be and so forth. So value these people and their circumstances that they are in a very difficult situation. Do we have any other questions or concerns for George? We also have a document on the table from Mr. Doug Robertson. Do we want to have any discussion prior to the joint meeting on this document, or do we want until the meeting?

Mr. Deane: I think we should wait until the joint meeting.

Ms. Pontious: Okay. We will do that.

## **EIGHTH ORDER OF BUSINESS**

### **Financial Reports**

#### **A. Approval of Check Run Summary**

Ms. Pontious: Moving on to the Approval of the Check Run Summary.

On MOTION by Mr. Deane seconded by Mr. Costello with all in favor the check run summary was approved.

#### **B. Combined Balance Sheet**

Ms. Pontious: Combined Balance Sheet.

Mr. Ference: Is a motion necessary?

Ms. Pontious: No. George usually tells us about that, but he is writing so I will just mention that one of the things I always look for is how much is already paid. I can't find the actual number right now, but we are 80-something percent paid already. So that just means that people have chosen to pay their maintenance fees early in the year. That helps us because we do have the funds to be able to do what we need to do.

Mr. Flint: Yes. We are 86.9% collected.

Ms. Pontious: So we are almost 90% collected. That is a good position to be in. They tell us to keep three months in reserves starting of course on October 1<sup>st</sup>, so that is October, November, and December. We have always done that, but we are in a good financial situation right now. Anything else about that for us?

Mr. Flint: No. If you have any questions, we can talk about it. No action needed.

## **NINTH ORDER OF BUSINESS                      General Audience Comments**

Ms. Pontious: We are ready for General Audience Comments.

Mr. Jack VanSickle: I have a couple comments. I find it interesting that we are paying taxes and are not getting as much as we think we need to get. I don't disagree with paying the off-duty officers to come in and do things, but they need to look at bikes and golf carts not stopping also. Living on Ashton Club Drive, I see a lot of it. After the first release of the camera on the corner, they were parked two at a time and being interviewed by the police department in front of the house. We need more of that, and I would appreciate no warnings, give tickets. Then maybe word will get out and it will slow down some of the people who are going 40 mph up Ashton Club Drive. It is really dangerous with the number of cars parked on it. A real issue. Also, I don't think the Supervisors understand that is defining the work that you want the company to come in here and do and I got the indication from the shuffling, I don't think that every Supervisor even read that document before they got here. Working with those documents, it does need help. You guys really need to look at that and explain what you want the management company to do. If you don't, you are going to get something you are not happy with. I understood the issue with staff working weekends. If you say you want

seven day coverage, that doesn't mean necessarily that you have to have more people. It just means one works Tuesday through Saturday, while someone else may work Sunday through Thursday shifts. That is something the management company can work out, but you need to define what you want to do, what you want to have done, and the amenity manager is the one that has to ensure it happens and that she responds to you. Trying to hire yourself, I know there are a lot of people here who are not going to like my statement, but I think that is foolish because you cannot pay the overhead. I have done a lot of contracting and a lot of statement work. This is an important document. Don't ignore it and say we have this, so let's bring it forward. That is not very bright. You represent us, I will pay money, just ask my kids and wife, I like spending money, but only for things that are required. You guys are spending my money so I am watching.

Mr. Al Goldstein: First I want to apologize to GMS and George for putting them on the spot. As the Board discusses this, I don't know if it is legal so I will ask the attorney, can the Board meet without the manager to discuss what will be in the new contract?

Ms. Carpenter: It is a public meeting so they can stay here. You can ask them if they would like to leave for a few moments. Generally during when the RFP responses come in, the Board will ask the other responders if they would like to step out and leave.

Mr. Goldstein: I think that should have been done. I also think only some of you on the Board are doing your fiduciary responsibilities as elected officials. You mentioned about this being a government entity and we need to have some people with experience on putting it out. Mike said we do have people sitting in this audience right now that have been in the bid process for a government that I think as a committee to give advice would be good. You have seen before when we put things out on the internet, like with the forms, not everybody responds. The people who are concerned are sitting right in this room so take advantage of what Mike said. We have Jack VanSickle, Nancy Baker, Jim Mecsics, and there are probably many more in here who would help you do your responsibility correctly. And Tricia, thank you for serving all of these years.

Mr. Pete Perez: I would like to ask a hypothetical question. If in fact we proceed with the sale of this to purchase anything, would we have to agree as a community in an

assessment? I am thinking that is probably what is going to happen. Or does the CDD just make that decision?

Ms. Carpenter: Given the bond documents the way they are, should we get the approval from bondholders and all, and we could do it, the Board makes the decision. There is no voting requirement under Florida Statutes for assessments. There would be a public hearing and everyone would get notice of that, but the Board would make the ultimate decision after public comment.

Mr. Perez: Because this is a major purchase, it is conceivable that I can be assessed \$10,000 or \$20,000? Is it not?

Mr. d'Adesky: We don't know that yet.

Mr. Perez: Well I have an idea on that because my son just went through that down in Boca where they built a new clubhouse and he was assessed \$25,000. So I am just concerned about that because if I am assessed that amount of money I would have to let my house go and move to a trailer. Thank you.

Mr. Steve Realmuto: I wanted to address two specific items in the community director's report. The first was with regards to use of the new messaging system that you are contemplating. If I understood you correctly, you were considering developing some content for general news items like informing residents of alligator season or hurricane season and having that go out under the new messaging voice and text messaging system. Before the Board makes any use of that new system, and I do think the system is a good idea, I would urge you to develop a policy clearly stating what acceptable uses of that system is for and what kind of messages may or may not go out over that system. In particular, I know I would not appreciate receiving phone calls reminding me about alligator season or hurricane season. I think you have a lot of other mechanisms through which that information can be put out. I don't need a phone call about it. I would rather see it used for items of immediate emergencies like eminent hurricanes or even perhaps for something like residents with Alzheimer's who are lost and people are looking for them rather than have their family wandering the neighborhood. That type of thing or other immediate emergencies. I really don't want to get calls or texts on things we have

read about in the newsletter or Monday Morning Coffee. I think those get a sufficient amount of publicity so please consider that and develop a policy regarding use of that system. The other item I was confused about was that Trish talked a little bit about us replacing lightbulbs and the lamps and our monthly electricity costs. Maybe I am confused and you could probably take this opportunity to clear up any misunderstandings, but I thought we paid a monthly lease fee and we were essentially leasing the lampposts?

Ms. Adams: Yes. To clarify what I was speaking about when changing out the bulbs was all interior spaces in the clubhouse.

Mr. Flint: Not streetlights.

Mr. Realmuto: Oh.

Ms. Adams: We have a separate agreement with TECO for streetlights and those are also in the process of being changed out from double-fixture HGS light fixtures to single-fixture LED. So I can understand why that was confusing.

Mr. Realmuto: Okay. Thank you for clearing that up. Am I correct though that we pay a monthly lease for the lampposts and it takes care of all of the expenses for those?

Ms. Adams: Yes. The bill does pay for maintenance of the streetlights.

Mr. Murray Zacharia: Just an informational item, as a member of the HOA I get some magazine every month. On traffic control in communities such as ours, it is obviously a nationwide problem, probably worldwide, but one of the things I read very recently and I don't know if GMS and the Board are aware of it, in the state of Florida, the Florida Highway Patrol provides coordinate measures to identify an off-duty highway patrolman who are happy to take on community policing kind of things. It is strictly an agreement between the community and the individual officer. That is the way that works and might be something to look into.

Mr. Danny Baker: I don't know if this is the proper forum, but I have a question about the weeds around the ponds. Back in July when we moved in here, when maintenance would cut the common area around the pond, they also trimmed the weeds. For a long time now they have not trimmed the weeds so I have noxious weeds growing



up around the pond and now coming onto our lawn, as well. My question is who should take care of that and is there some reason why the weeds are not being trimmed?

Mr. Flint: The answer to that is complicated so what I would suggest is Alan will talk to you about that. It depends on whether the pond is owned by the golf course or the CDD, but we will get with you on that and figure it out.

A resident: First off, my condolences to you, Carol. I am forever humbly grateful that you visited me in the hospital.

Ms. Pontious: Thank you.

A resident: The traffic business you are talking about, you are talking about the attitude and behavior of all of the drivers. No matter what kind of schedule or posting you have, to monitor certain areas will never be solved as long as it is by a human. If you put robots there, that will probably curtail the bad behavior and also get people to abide by the rules. What I mean is by video. As far as the job to replace Tricia, good job Tricia, and I am sure the management company will do what is best for the community.

Mr. John Velebir: I have a question related to what was brought up by Pete. If the Board decides to issue new debt to purchasing these properties, would the residents have a say in the vote on whether or not we want to see new debt?

Ms. Carpenter: No.

Ms. Pontious: I think Jan already answered that question, but just to clarify what she said, there would be a public hearing community forum and the ultimate decision comes from the Board.

Mr. Velebir: For new bonds?

Mr. Flint: Yes.

Mr. d'Adesky: I think that one of the things that can sometimes be confusing in certain circumstances for cities and counties there can be referendums on certain issues, but that is not something that comes up ever in a CDD context.

Ms. Carpenter: For assessments.

Mr. d'Adesky: Right. For non-ad valorem assessments.

Mr. Flint: If property taxes were to be pledged, there is a referendum requirement, but these are non-ad valorem assessments, which don't require that.

Ms. Pontious: Anyone else?

**TENTH ORDER OF BUSINESS**

**Adjournment**

There not being any further business,

On MOTION by Mr. Ference seconded by Ms. Pontious: with all in favor the meeting was adjourned.
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Secretary / Assistant Secretary

---

Chairman / Vice Chairman



Dewberry Engineers Inc. | 407.843.5120  
800 N. Magnolia Ave, Suite 1000 | 407.649.8664 fax  
Orlando, FL 32803 | www.dewberry.com

## Authorization for Additional Services

Sent Via Email: [gflint@govmgtsvc.com](mailto:gflint@govmgtsvc.com)

To: Lake Ashton Community Development	Date: January 30, 2018
District (CDD)	Job No.: 50100540
c/o Government Management Services	Work Order No. 2018-2
135 West Central Boulevard	Task No.: 501 - 503
Suite 320	Project: Lake Ashton CDD
Orlando, Florida 32801	Task Name: Lake Ashton Shoreline Restoration
	Project Permit Preparation
Attn: Mr. George Flint, District Manager	and Processing

We hereby propose to do the following work:

**Task 501 Permit Pre-Application Meeting and Coordination:** We will prepare and coordinate for a pre-application meeting with the Southwest Florida Water Management District (SWFWMD) for the proposed Lake Ashton Shoreline Restoration project. Initially, informal coordination (phone calls, emails, et cetera) will be performed in anticipation of this meeting, as well attend one (1) site inspection/meeting. It will be necessary for "Lake and Wetland Management" to provide us with information regarding the design and execution of the proposed shoreline restoration project to support our preparation of pre-application meeting materials/handouts. We will coordinate with "Lake and Wetland Management," as well as the District, regarding proposed discussions and strategies prior to the pre-application meeting. At this time, we anticipate that a major modification to the existing SWFWMD Environmental Resource Permit (ERP) for the Lake Ashton development would be required for the proposed project. The processing and preparation of this permit is not included in this task. We will prepare details and sketches based on details provided by "Lake and Wetland Management."

Fees for the above will be billed as follows: Based on time and materials, in accordance with the approved Schedule of Charges per our current agreement with the Lake Ashton Community Development District. We estimate a budget of \$3,000, plus other direct costs.

**Task 502 Permit Application Preparation:** We will prepare, assemble and submit application packages for the permits listed below. These packages will include application forms, narratives, plans, exhibits and other supporting documentation. We will coordinate with you or the SWFWMD to obtain documentation required as part of these permit applications, particularly, ownership documentation, and other such information. This task does not include the preparation of Engineering Construction Plans. Production of supporting construction plans, if necessary, will need to be provided by Lake and Wetland Management, as well as details regarding construction processes, sediment and erosion control practices, and location of sediment and erosion control devices.

- SWFWMD ERP - Major Permit Modification (Lake Shoreline Restoration)
- USACE Nationwide Permit 13 – Bank Stabilization

Please be aware that this project may require compliance under the National Pollutant Discharge Elimination System (NPDES) program as administered by the Florida Department of Environmental Protection (FDEP). This task does not include the preparation of a Stormwater Pollution Prevention Plan (SWPPP) or filing a Notice of Intent (NOI) for site coverage under the NPDES program to be part of the work by the District contractor.

All application and permitting fees for the various agencies are the responsibility of the Owner and have not been accounted for in this proposal. This assumes that there are no permanent wetland impacts or compensatory mitigation required.

Fees for the above will be billed as follows: Fixed fee of \$2,000, plus other direct costs,

**Task 503 Permit Application Processing:** We will assist the Lake Ashton Community Development District in processing the permit applications through the regulatory agencies named above. We will coordinate with the agencies to expedite receipt of agency comments. We will provide additional technical information and supporting documentation to facilitate the processing of the permit applications. We will keep you informed of the application status, comments from the agencies and the proposed responses. We will forward all substantive comments regarding legal documentation to you or your attorney. We will monitor and track all relevant dates through our database. This assumes all master permits and approvals are in place and valid. This fee is based on one (1) response to comments for the Water Management District (WMD) and USACE permits listed above, and one (1) site meeting with WMD and USACE staff, if necessary.


Fees for the above will be billed as follows: Based on time and materials, in accordance with the approved Schedule of Charges per our current agreement with the Lake Ashton Community Development District. We estimate a budget of \$3,000, plus other direct costs.

Mr. George Flint  
Lake Ashton Community Development District  
January 30, 2018

This authorization is bound by the general terms and conditions of the original agreement.

DEWBERRY ENGINEERS INC.

Approved and Accepted

By:   
Reinardo Malave, P.E.  
Associate Vice President

By: \_\_\_\_\_  
Authorized Representative of  
Lake Ashton Community Development  
District

Date: January 30, 2018

Date: \_\_\_\_\_

# **LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT**

## **On-Site Amenity Management Services**

**Request for Proposal No. 2018-100**

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### **PROJECT MANUAL**

**ISSUE DATE: February 16, 2018**

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**Proposals Must be Submitted No Later than**

**2:00pm**

**March 16, 2018**

**LAKE ASHTON  
COMMUNITY DEVELOPMENT DISTRICT**

**REQUEST FOR PROPOSAL NUMBER 2018-100  
ON-SITE AMENITY MANAGEMENT SERVICES**

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2. INSTRUCTIONS TO PROPOSERS
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5. NON-COLLUSION AFFIDAVIT
6. ACKNOWLEDGMENT OF RECEIPT AND PROPOSAL SIGNATURE FORM
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**LAKE ASHTON  
COMMUNITY DEVELOPMENT DISTRICT  
NOTICE OF SOLICITATION FOR REQUEST FOR PROPOSALS**

**ON-SITE AMENITY MANAGEMENT SERVICES  
POLK COUNTY, FLORIDA**

Notice is hereby given that the Lake Ashton Community Development District (referred to herein as the "District" or the "Owner") request proposals to provide On-Site Amenity Management Services (Request for proposals 2018-100) including but not limited to, managing the District's amenity facilities, providing recreational programming, managing the landscape contracts, managing the gate and property attendant contracts and other duties as more specifically set forth in the project manual.

The project manual, comprised of proposal and contract documents, will be available for public inspection and may be obtained beginning February 16, 2018, at 10:00 a.m., from District Counsel's office, Latham, Shuker, Eden & Beaudine, LLP, 111 North Magnolia, Suite 1400, Orlando, Florida 32801, or by contacting Andrew d'Adesky, Esq. at 407-481-5800.

Firms desiring to provide services for this project must submit seven (7) copies of the required proposal no later than Thursday, March 1, 2018 at 2:00 p.m. at the office of District Counsel, 111 North Magnolia, Suite 1400, Orlando, Florida 32801, ATTN: Andrew d'Adesky, Esq., at which time the proposals will be publically opened. Proposals must be submitted in a sealed envelope pursuant to the Instructions to Proposers. Proposals received after the time and date stipulated above will be returned unopened to the Proposer.

Ranking of Proposers will be made in accordance with the criteria set forth in the Request for Proposals. The District reserves the right to reject any and all proposals, with or without cause, to waive minor technical errors and informalities, or to accept the proposal which, in its judgment, is in the best interest of the District.

Lake Ashton Community Development District  
Andrew d'Adesky, Esq., District Counsel



## LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT

### REQUEST FOR PROPOSAL NUMBER 2018-100 ON-SITE AMENITY MANAGEMENT SERVICES

#### INSTRUCTIONS TO PROPOSERS

1. Due Date: Sealed proposals must be received no later than **March 16, 2018 at 2:00 p.m.** at the offices of the District Counsel, Latham, Shuker, Eden & Beaudine, LLP, 111 North Magnolia Ave, Suite 1400, Orlando, Florida 32801 ATTN: Andrew C. d'Adesky, Esq. Proposals will be opened publicly at that time.
2. Proposal Guaranty: A certified or cashier's check on any national or state bank, or a proposal bond, in a sum not less than five (5) percent of the amount proposed, made payable to the Owner, must accompany each proposal as a guarantee that the Proposer will promptly enter into an agreement to do the work. The Proposal Guaranty shall be submitted with the understanding that the Proposer will not withdraw his proposal for a period of sixty (60) days after proposals are received.
3. Signature on Proposal: In addition to executing all forms, affidavits, and acknowledgments for which signature and notary blocks are provided, the Proposer must correctly sign the Acknowledgment of Receipt and Proposal Signature Form. If the proposal is made by an individual, that person's name and business address shall be shown. If made by a partnership, the name and business address of an authorized member of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show the name of the state under the laws of which the corporation was chartered. In addition, the proposal shall bear the seal of the corporation. Anyone signing the proposal as agent shall file with the proposal legal evidence of his authority to do so.
4. Familiarity with Laws: The Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility.
5. Qualifications of Proposer: The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared with the necessary organization, capital, and equipment to complete the work to the satisfaction of the Owner.
6. No Proposer shall submit more than one proposal. Proposers shall be disqualified and their proposals rejected if Owner has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any existing contract, or for failure to demonstrate proper licensure and business organization.

7. Interpretations and Addenda: All questions about the meaning or intent of the proposal documents are to be directed in writing to District Counsel. Interpretations or clarifications considered necessary by the District Counsel in response to such questions will be issued by Addenda mailed or delivered to all parties recorded as having received the proposal documents. Questions received less than seven (7) days prior to the date of opening of proposals may not be answered. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. All questions and answers will be distributed to all Proposers.
8. Submission of Proposal: Submit seven (7) copies of the proposal forms, the proposal guaranty and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the project title and name and address of the Proposer and accompanied by the required documents. If the proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with a notation (RESPONSE TO PROPOSAL NO. 2018-100 ENCLOSED) on the face of it.
9. Modification and Withdrawal: Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of sixty (60) days.
10. Proposal Documents: The Request for Proposal will be available on February 16, 2018 from the office of District Counsel, Latham, Shuker, Eden & Beaudine, LLP, 111 N. Magnolia Ave., Suite 1400, Orlando Florida 32801. Contact Andrew d'Adesky, Esq. at 407-481-5800.
11. Proposal Form: All blanks on proposal forms must be completed in ink or typewritten. The proposal shall contain an acknowledgment of receipt of all Addenda (the numbers of which must be filled in on the Acknowledgment Form). In making its proposal, each Proposer represents that it has read and understands the proposal documents and that the proposal is made in accordance therewith, including verification of contents of proposal package against the Table of Contents.
12. Basis of Award/Right to Reject or Award: The Owner reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed appropriate.
13. Contract Award: Within fourteen (14) days of receipt of the Notice of Award, the Proposer shall enter into and execute the Contract in substantially the form included in the proposal documents.
14. Pre-Proposal Conference: No pre-proposal conference will be held. However, Proposers are encouraged to make on-site visits to the area for which services are required in order to gain an understanding of the scope of the area to be served. The Proposer is assumed to be familiar with the area and any natural features which will in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility. **Any on-site visits must be scheduled with the District Manager's Office, 135 W. Central Blvd, Suite 320, Orlando, FL, by contacting George Flint at 407-841-5524. Proposers must have an escort arranged by District Manager's Office for any on-site visits.**
15. Insurance: All Proposers shall include as part of their proposal a current Certificate of Insurance detailing the company's insurance coverage and including the required minimum

coverages and information as listed below. In the event the Proposer is notified of award, it shall provide proof of Insurance Coverage within fourteen (14) calendar days after notification, or within such approved extended period as the Owner may grant. Failure to provide proper proof of insurance coverage shall constitute a default.

**A. Minimum Limits**

Commercial General Liability:	\$2,000,000 per occurrence
Automobile Liability:	\$2,000,000 per occurrence
Workers Compensation:	Statutory
Employers Liability	\$1,000,000

**B. Please include the following on the certificate of insurance:**

1. Reference the Lake Ashton Community Development District and contract number on the certificate.
2. All coverage must be written with an insurance carrier that has an A.M Best's Key Rating of at least A and a financial rating of VII.
3. State additional insured on certificate and mark box with a "Y" for certificate holder as additional insured. Additional insured: *Lake Ashton Community Development District must be listed as an additional insured with respect to all coverage, except workers compensation and employers liability.*
4. General liability must include contractual liability
5. Waiver of subrogation: *"A Waiver of subrogation applies in favor of the Lake Ashton Community Development District with respects to all coverage."*
6. A 30 days notice of cancellation is required.
7. All Auto policies need to cover "any Auto" **or** "Hired, Non-Owned and scheduled".
8. An authorized agent must sign the certificate.
9. Certificate Holder MUST Read: Lake Ashton CDD  
Attn: District Manager  
135 W. Central Blvd, Suite 320  
Orlando, Florida 32801
16. Indemnification: The successful Proposer shall fully indemnify and hold harmless Owner, the District Manager and the District Engineer, from and against all claims, damages, costs and losses arising, in whole or in part, from Contractor's negligence or breach of contract, as more fully set forth in the Contract form, provided herein.
17. Limitation of Liability: Nothing herein shall be construed as or constitute a waiver of Owner's limitations on liability contained in section 768.28, Florida Statutes, or other statute or law.
18. All proposals shall include the following information in addition to any other requirements of the proposal documents:

- A. A narrative description of the Proposer's approach to providing the services as described in the scope of services, provided herein. (Limited to 5 pages).
  - B. Proposer's organizational chart.
  - C. List position or title and corporate responsibilities of key management or supervisory personnel-Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
  - D. Describe proposed staffing levels.
  - E. A list and description of On-site Management contracts undertaken for each of the last three (3) years, including the scope of services provided, the name of the project owner and a contact name and phone number.
  - F. A listing of the total annual dollar value of work, as described above under G, completed for each of the last three (3) years.
  - G. List all other contracts related to the provision of services by the Proposer in which the company is presently engaged.
  - H. Three References, including the name address and phone number of a contact person, from projects of similar size and scope. The references may, but are not required to, overlap with projects or current contracts as listed under E and G.
  - I. Current certificates of insurance including certificates for any sub-contractors that will be used.
  - J. A list of any and all lawsuits that the Proposer is or has been a party to in the past five (5) years.
  - K. A list of any and all licensure disciplinary actions the Proposer or its employees is or has been a party to in the past five (5) years.
  - L. Completed copies of all other forms included within the proposal documents
19. Any protest regarding the Proposal Documents, including specifications or other requirements contained in the Request for Proposal, must be filed in writing within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.
20. The proposals shall be ranked based on the Owner's evaluation of the Proposer's ability to perform the services for the project as demonstrated by the documentation provided by the Proposer and reference checks of the Proposer's clients. The criteria to be used in the evaluation are presented in the Evaluation Criteria sheet, contained within the proposal documents.

# LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT

## REQUEST FOR PROPOSAL NUMBER 2018-100 ON-SITE AMENITY MANAGEMENT SERVICES

### EVALUATION CRITERIA

1. **Personnel** (25 points)  

(E.g., geographic locations of the firm's headquarters or office in relation to the project; adequacy and capabilities of key personnel, including the project manager and field supervisor; present ability to manage this project; Evaluation of uncompleted work load; proposed staffing levels, etc.)
2. **Experience** (25 points)  

(E.g., past record and experience of the respondent in managing similar public amenities and services; volume of work previously awarded to the firm; past performance for the District in other contracts; character, integrity, reputation, of respondent, etc.)
3. **Understanding of Scope of Work** (25 points)  

Does the proposal demonstrate an understanding of the Districts' needs for the services requested
4. **Financial Capability** (10 points)  

Demonstration of financial resources and stability as a business entity, necessary to complete the services required.
5. **Price** (15 points)  

Points available for price will be allocated as follows:

10 points will be awarded to the Proposer submitting the lowest total bid for completing the work for the initial two year term of the contract. All other proposals will receive a percentage of this amount based upon the difference between that Proposer's bid and the low bid.

5 points are allocated for the reasonableness of unit prices.

LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT

BASIC ORGANIZATION INFORMATION

DATE SUBMITTED \_\_\_\_\_, 2018

1. Proposer \_\_\_\_\_  
[Company Name] \_\_\_\_\_  
/ / An Individual  
/ / A Limited Liability  
Company  
/ / A Limited Liability  
Partnership  
/ / A Partnership  
/ / A Corporation  
/ / A Subsidiary  
Corporation
2. Proposer Company Address:  
Street Address \_\_\_\_\_  
P.O. Box (if any) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_  
1<sup>st</sup> Contact Name \_\_\_\_\_ Title \_\_\_\_\_  
2nd Contact Name \_\_\_\_\_ Title \_\_\_\_\_
3. Parent Company Name (if applicable) \_\_\_\_\_
4. Parent Company Address (if different):  
Street Address \_\_\_\_\_  
P.O. Box (if any) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_  
1<sup>st</sup> Contact Name \_\_\_\_\_ Title \_\_\_\_\_  
2nd Contact Name \_\_\_\_\_ Title \_\_\_\_\_

5. List the location of the Proposer's office which would perform LACDD work.

Street Address \_\_\_\_\_

P.O. Box (if any) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_

1<sup>st</sup> Contact Name \_\_\_\_\_ Title \_\_\_\_\_

6. If the Proposer is a corporation, is it incorporated in the State of Florida?

yes ( ) (Proceed to Question 6.1) no ( ) (Proceed to Question 6.2)

- 6.1 If yes, provide the following:

Is the Company in good standing with the Florida Secretary of State  
Division of Corporations? yes ( ) no ( )

If no, please explain

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date incorporated \_\_\_\_\_ Charter No. \_\_\_\_\_

- 6.2 If no, provide the following:

The State in which Proposer is incorporated? \_\_\_\_\_

Is the Company in good standing with that State? yes ( ) no ( )

If no, please explain

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date incorporated \_\_\_\_\_ Charter No. \_\_\_\_\_

Is the applicant registered with the State of Florida? yes ( ) no ( )

7. If the Proposer is a partnership (including a limited partnership or limited liability partnership) or limited liability company, is it organized in the State of Florida?

Yes ( ) (Proceed to Question 7.1) No ( ) (Proceed to Question 7.2)

- 7.1 If yes, is the Proposer registered with the Florida Department of State,

Division of Corporations? yes ( ) no ( )

If no, please explain

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Is the Proposer in good standing with the State of Florida? yes ( ) no ( )

If no, please explain

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Date Proposer was organized: \_\_\_\_\_

- 7.2 If no, provide the following:

The State in which Proposer is organized: \_\_\_\_\_

Is the Proposer in good standing with that State? yes ( ) no ( )

If no, please explain \_\_\_\_\_

---

Date Proposer was organized: \_\_\_\_\_

Is the Proposer registered as a foreign partnership or limited company with



the State of Florida? yes ( ) no ( )

If no, please explain \_\_\_\_\_

\_\_\_\_\_

8. Does Proposer hold any registrations or licenses with the State of Florida applicable to the contract?  
yes ( ) no ( )

- 8.1 If yes, provide the following information and attach one (1) photocopy of each listed license (attach additional sheets if necessary):

Type of registration \_\_\_\_\_

License No \_\_\_\_\_ Expiration Date \_\_\_\_\_

Qualifying individual \_\_\_\_\_ Title \_\_\_\_\_

List company(s) currently qualified under this license \_\_\_\_\_

\_\_\_\_\_

- 8.2 Does the Proposer hold any registrations or licenses with Polk County applicable to the contract? yes ( ) no ( )

If yes, please list and provide a photocopy of each listed license or registration: \_\_\_\_\_

9. List the Proposer's total annual dollar value of work completed for each of the last three (3) years starting with the latest year and ending with the most current year

(2015) \_\_\_\_\_, (2016) \_\_\_\_\_, (2017) \_\_\_\_\_.

10. What are the Proposer's current insurance limits? (Provide a copy of applicant's Certificate of Insurance)

General Liability	\$ _____
Automobile Liability	\$ _____
Workers Compensation	\$ _____
Expiration Date	_____

11. Has the Proposer been cited by OSHA for any job site or company office/shop safety violations in the past two years? yes ( ) no ( )

If yes, please describe each violation, fine, and resolution \_\_\_\_\_

11.1 What is the Proposer's current worker compensation rating? \_\_\_\_\_

11.2 Has the Proposer experienced any worker injuries resulting in a worker losing more than ten (10) working days as a result of the injury in the past two years? yes ( ) no ( )

If yes, please describe each incident \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the Lake Ashton Community Development District, or their authorized agents, deemed necessary to verify the statements made in this application or attachments hereto, or regarding the ability, standing and general reputation of the applicant.

\_\_\_\_\_  
Name of Proposer By: \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 2018 By: \_\_\_\_\_  
[Type Name and Title of Person  
Signing]

(Apply Corporate Seal, if  
filing as a corporation)

State of Florida  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018, by \_\_\_\_\_, of the \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Signature of Notary taking acknowledgment

**LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT**

**AFFIDAVIT OF NON-COLLUSION**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

I \_\_\_\_\_, do hereby certify that I have not, either directly or indirectly, participated in collusion or proposal rigging. Affiant is a \_\_\_\_\_ in the firm of \_\_\_\_\_, and authorized to make this affidavit on behalf of the same. I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Signature by authorized representative of Proposer

State of \_\_\_\_\_  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2018, by \_\_\_\_\_, of the \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Signature of Notary taking acknowledgment

**LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT**

**ACKNOWLEDGMENT OF RECEIPT OF DOCUMENTS  
AND PROPOSAL SIGNATURE FORM**

This Proposal for on-site management has been submitted on this \_\_\_\_ day of \_\_\_\_\_, 2018 by \_\_\_\_\_ [company] whose business address is \_\_\_\_\_, telephone number is \_\_\_\_\_, and fax number is \_\_\_\_\_.

The undersigned acknowledges, by the below execution of this proposal, that all information provided herein has been provided in full and that such information is truthful and accurate. Proposer agrees through submission of this Proposal to honor all pricing information sixty (60) days from the date of the Proposal opening, and if awarded the contract on the basis of this Proposal to enter into and execute the services contract in substantially the form included in the proposal documents.

Proposer understands that inclusion of false, deceptive or fraudulent statements on this proposal constitutes fraud; and, that the District considers such action on the part of the Proposer to constitute good cause for denial, suspension or revocation of a proposal for work for the Lake Ashton Community Development District.

Furthermore, the undersigned acknowledges receipt of the following addenda agenda, the provisions of which have been included in this Request for Proposal.

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

## **EXHIBIT A – CONTRACT DOCUMENT FORM**

Contract No. \_\_\_\_\_

### **ON-SITE AMENITY MANAGEMENT SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into effective as of the \_\_\_\_ day of \_\_\_\_\_, 2018, between **LAKE ASHTON COMMUNITY DEVELOPMENT DISTRICT** (hereinafter referred to as "Owner"), whose mailing address is, 135 W. Central Blvd, Suite 320, Orlando Florida 32801, and \_\_\_\_\_ (hereinafter referred to as "Contractor"), whose mailing address is \_\_\_\_\_.

### **RECITALS**

In consideration of the premises and the mutual covenants and obligations contained in this Agreement, the parties agree as follows:

#### **1. DEFINITIONS.**

a. Agreement. The Agreement consists of this On-Site Amenity Management Services Agreement, the Scope of Services, the form of General Release, the Work Authorization form, and all other documents enumerated on the List of Exhibits set forth below. The Agreement represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representation or agreements, either written or oral. The Agreement may be amended or modified only as set forth below in Article 8.

b. Services. The term Services as used in this Agreement shall be construed to include all Services set forth in Exhibit B, all obligations of Contractor under this Agreement, including any addenda or special conditions, and where any Work Authorizations have been issued pursuant to Article 8 of this Agreement, the changed services set forth therein.

#### **2. SCOPE OF SERVICES.**

a. A description of the nature, scope and schedule of services to be performed by Contractor under this Agreement shall be as follows: The services as generally indicated by the documents identified in Exhibit B (attached hereto and incorporated herein by reference).

b. The following List of Exhibits is applicable to the Services:

- i. Exhibit A, List of Contract Documents.
- ii. Exhibit B, Scope of Services.
- iii. Exhibit C, Work Authorization Form.
- iv. Exhibit D, General Release.

v. Exhibit E, Job Description and Schedule

3. COMMENCEMENT OF SERVICES. Contractor shall commence its Services on \_\_\_\_\_, 2018 upon the receipt of a Notice to Proceed and shall perform the same in accordance with any schedules set forth in these Contract documents, including but not limited to schedules set forth within the Scope of Services in Exhibit B. The Contract shall remain in effect until September 30, 2020, unless sooner terminated in accordance with this Agreement. The Agreement may be extended for two additional twelve (12) month periods upon agreement of the parties hereto in writing and subject to appropriation of funds by the District's Board of Supervisors.

4. DISTRICT MANAGER.

a. The Owner's authorized representative (herein referred to as the "District Manager") shall be Governmental Management Services Central Florida, LLC, whose mailing address is 135 W. Central Blvd, Suite 320, Orlando, Florida 32801, Attention: George Flint; provided, however, that the Owner may, without liability to the Contractor, unilaterally amend this Article from time to time by designating a different person or organization to act as its representative and so advising the Contractor in writing, at which time the person or organization so designated shall be the Owner's representative for the purpose of this Contract.

b. All actions to be taken by, all approvals, notices, consent, directions and instructions to be given by, all notices and other matters to be delivered to, all determinations and decisions to be made by and, in general, all other action to be taken by, or given to, the Owner shall be taken, given and made by, or delivered or given to the District Manager or designee in the name of and on behalf of the Owner; provided, however, that the Owner (and not the District Manager) shall be solely obligated to the Contractor for all sums required to be paid by the Owner to the Contractor hereunder.

5. BASIS FOR COMPENSATION AND PAYMENTS.

a. Provided that the Contractor shall strictly perform all of its obligations under the Agreement, and subject only to additions and deductions by Work Authorizations as set forth in Article 8, the Owner shall pay to Contractor for its Services as set forth in Article 2, a Fixed Fee in the amount of \_\_\_\_\_ (\$\_\_\_\_\_), on a monthly basis plus additional fees for services rendered in connection with Work Authorizations as defined below.

B. Based on the Contractor's Application for Payment, and the approval of the Application for Payment issued by the Owner, the Owner shall make monthly payments to the Contractor on account of the Fixed Fee plus additional fees in connection with Work Authorizations. Such monthly payments shall be made on or before the 30th day after each quarter end or the 30th day after receipt by the Owner of the Contractor's Application for Payment and of such documentation to verify the amount owed as the Owner may require, whichever is greater.

d. Work Authorizations shall mean orders or directives, in the form attached hereto as Exhibit C, issued by the Owner. Work Authorizations shall be issued for supplies or emergency services, changes to the scope of the area in which services are required, or for any services beyond those set forth in Article 2. Services performed under a Work Authorization may be paid either on a lump sum basis, a unit price basis, or a time and material basis in the Owner's sole discretion, such amount to be invoiced and paid in accordance with the terms set forth in Article 5, and paragraphs b. and c. above. Contractor shall not be entitled to compensation for Services outside the scope of Article 2 unless Contractor has obtained prior written authorization of Owner to perform the same in accordance with the provisions of Article 8 of this Agreement.

6. REPRESENTATIONS, WARRANTIES AND COVENANTS.

a. Contractor hereby represents to Owner that: (i) it has the experience and skill to perform the Services as set forth in this Agreement; (ii) that it shall comply with all applicable federal, state and local laws, rules, codes and orders of any public, quasi-public or other government authority; (iii) it is duly licensed to observe and perform the terms, covenants, conditions and other provisions on its part to be observed or performed under this Agreement; (iv) it has by careful examination satisfied itself as to: (a) the nature, location and character of the general area in which the Services are to be performed including, without limitation, the surface conditions of the land and all structures and obstructions thereon, both natural and manmade, the surface water conditions of the general area and, to the extent pertinent, all other conditions; and (b) all other matters or things which could in any manner affect the performance of the Services.

b. The Contractor warrants to the Owner that all materials furnished under this Contract shall be new unless otherwise specified, and that all Services shall be of good quality, free from faults and defects and in conformance with the Contract Documents.

7. INSURANCE: INDEMNIFICATION.

a. Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

(i) Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$2,000,000.00 and \$2,000,000.00, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and

(ii) Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000.00) per occurrence.



b. All such insurance required in Paragraph 7.a. shall be with companies and on forms acceptable to Owner and shall provide that the coverage there under may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner; the insurance required under paragraph 7.a.(i) shall name as additional insured's the Owner, the District Manager, and their parents, subsidiaries, related and affiliated companies. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to Owner whatsoever.

c. Contractor shall defend (if requested by Owner), indemnify and hold Owner, the District Manager, and their parents, subsidiaries, related and affiliated companies, and the officers, directors, agents, employees and assigns of each, harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement, or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement, and shall include, but not be limited to, costs and expenses of any kind or nature that arise directly or indirectly from or in connection with the presence, suspected presence, release or suspected release of any hazardous substance in or into the air, soil, surface water, groundwater or soil vapor at, on or about, under or within the real property of the District, or any portion thereof, as a result of activities of Contractor under this Contract.

d. Nothing herein shall be construed as or constitute a waiver of Owner's Immunity or limitations on liability contained in section 768.28, Florida Statutes, or other statute or law.

#### 8. MODIFICATIONS, ADDITIONS OR DELETIONS TO THE SERVICES.

a. A Work Authorization shall be in writing by the Owner, in the form and manner attached to this Agreement as Exhibit C, which shall consist of additions, deletions or other modifications to the Agreement.

b. The Owner may, from time to time, without affecting the validity of the Agreement, or any term or condition thereof, issue Work Authorizations which may identify additional or revised Scopes of Services, or other written instructions and orders, which shall be governed by the provisions of the Agreement. The Contractor shall comply with all such orders and instructions issued by the Owner. Upon receipt of any such Work Authorization, the Contractor shall promptly proceed with the work, and the resultant decrease or increase in the amount to be paid the Contractor, if any, shall be governed by the provisions of Article 5 in this Agreement.

#### 9. PROTECTION OF PERSONS AND PROPERTY.

a. The Contractor shall be responsible for initiating, maintaining and supervising safety precautions and programs in connection with the Services, and shall provide all protection to prevent injury to all persons involved in any way in the Services and all other persons, including, without limitation, the employees, agents, guests, visitors, invitees and

licensees of the Owner and community residents, tenants, and the general public that may be affected thereby.

b. All Services, whether performed by the Contractor, its Subcontractors, or anyone directly or indirectly employed by any of them, and all applicable equipment, machinery, materials, tools and like items used in the Services, shall be in compliance with, and conform to: (i) all applicable laws, ordinances, rules, regulations and orders of any public, quasi-public or other governmental authority; and (ii) all codes, rules, regulations and requirements of the Owner and its insurance carriers relating thereto. In the event of conflicting requirements, the more stringent shall govern.

c. The Contractor shall at all times keep the general area in which the Services are to be performed clean and free from accumulation of waste materials or rubbish (including, without limitation, hazardous waste), caused by performance of the Services, and shall continuously throughout performance of the Services, remove and dispose of all such materials. The Owner may require the Contractor to comply with such standards, means and methods of cleanup, removal or disposal as the Owner may make known to the Contractor. In the event the Contractor fails to keep the general area in which the Services are to be performed clean and free from such waste or rubbish, or to comply with such standards, means and methods, the Owner may take such action and offset any and all costs or expenses of whatever nature paid or incurred by the Owner in undertaking such action against any sums then or thereafter due to the Contractor.

11. ASSIGNMENT. This Agreement is for the personal services of Contractor and may not be assigned by Contractor in any fashion, whether by operation of law, or by conveyance of any type including, without limitation, transfer of stock in Contractor, without the prior written consent of Owner, which consent Owner may withhold in its sole discretion. Owner retains the right to assign all or any portion of this Agreement at any time. Upon such assignment, and provided the Assignee shall, in writing, assume Owner's obligations under this Agreement, Owner shall be automatically released and discharged from any and all of its obligations under this Agreement, and Contractor shall thenceforth look solely to the Assignee for performance of Owner's obligations under this Agreement.

12. SUSPENSION OR TERMINATION.

- a. Anything in this Agreement to the contrary notwithstanding, Owner shall, at its sole discretion and without cause, have the right to suspend or terminate this Agreement upon thirty (30) days prior written notice to Contractor. In the event of termination, Owner's sole obligation and liability to Contractor, if any, shall be to pay to Contractor that portion of the fee earned by it, plus any earned amounts for extra Services performed pursuant to Articles 5 and 8, through the date of termination.
- b. If the Contractor should become insolvent, file any bankruptcy proceedings, make a general assignment for the benefit of creditors, suffer or allow appointment of a receiver, refuse, fail or be unable to make prompt payment to Subcontractors, disregard applicable laws, ordinances, governmental orders

or regulations or the instructions of the Owner, or if the Contractor should otherwise be guilty of a violation of, or in default under, any provisions of the Contract, then the Owner may, without prejudice to any other right or remedy available to the Owner and after giving the Contractor and its surety, if any, seven (7) days written notice, terminate the Contract and the employment of the Contractor. In addition, without terminating this Contract as a whole, the Owner may, under any of the circumstances set forth above, terminate any portion of this Contract (by reducing, in such manner the Owner deems appropriate, the Scope of the Service to be performed by the Contractor) and complete the portion of this Contract so terminated in such manner as the Owner may deem expedient.

- c. Contractor shall, at its sole discretion and without cause, have the right to suspend or terminate this Agreement upon ninety (90) days prior written notice to Owner. In the event of termination, Owner's sole obligation and liability to Contractor, if any, shall be to pay to Contractor that portion of the fee earned by it, plus any earned amounts for extra Services performed pursuant to Articles 5 and 8, through the date of termination.

13. SUBCONTRACTORS. If the Contractor desires to employ Subcontractors in connection with the performance of its Services under this Agreement:

- a. Nothing contained in the Agreement shall create any contractual relationship between the Owner and any Subcontractor. However, it is acknowledged that the Owner is an intended third-party beneficiary of the obligations of the Subcontractors related to the Services.

- b. Contractor shall coordinate the services of any Subcontractors, and remain fully responsible under the terms of this Agreement; Contractor shall be and remain responsible for the quality, timeliness and the coordination of all Services furnished by the Contractor or its Subcontractors.

- c. All subcontracts shall be written. Each subcontract shall contain a reference to this Agreement and shall incorporate the terms and conditions of this Agreement to the full extent applicable to the portion of the Services covered thereby. Each Subcontractor must agree, for the benefit of the Owner, to be bound by such terms and conditions to the full extent applicable to its portion of the Services.

14. NOTICE.

- a. Notices required or permitted to be given under this Agreement shall be in writing, may be delivered personally or by mail, facsimile, or courier service, and shall be deemed given when received by the addressee. Notices shall be addressed as follows:

If to Owner:

Lake Ashton Community Development District

135 W. Central Blvd. Suite 320  
Orlando, FL 32801  
Attention: George Flint

If to Contractor: \_\_\_\_\_

\_\_\_\_\_  
Attention: \_\_\_\_\_

or to such other address as either party may direct by notice given to the other as hereinabove provided.

b. Notwithstanding the foregoing, any notice sent to the last designated address of the party to whom a notice may be or is required to be delivered under this Agreement shall not be deemed ineffective if actual delivery cannot be made due to a change of address of the party to whom the notice is directed or the failure or refusal of such party to accept delivery of the notice.

15. LEGAL PROCEEDINGS.

a. The Agreement shall be construed and interpreted in accordance with the laws of the State of Florida and shall constitute the entire and sole understanding of the parties hereto notwithstanding any prior or written statements, instructions, agreements, representations, or other communications.

b. Any legal proceeding of any nature brought by either party against the other to enforce any right or obligation under this Agreement, or arising out of any matter pertaining to this Agreement or the Services to be performed hereunder, shall be submitted for trial, without jury, before the Circuit Court of the Tenth Judicial Circuit in and for Polk County, Florida; or, if the Circuit Court does not have jurisdiction, then before the United States District Court for the Middle District of Florida (Orlando Division); or if neither of such courts shall have jurisdiction, then before any other court sitting in Polk County, Florida, having subject matter jurisdiction. The parties consent and submit to the jurisdiction of any such court and agree to accept service of process outside the State of Florida in any matter to be submitted to any such court pursuant hereto, and expressly waive all rights to trial by jury regarding any such matter.

c. In the event that any provision of the Agreement is judicially construed to be invalid by a court of competent jurisdiction, such provision shall then be construed in a manner allowing its validity or, if this leads to an impracticable result, shall be stricken but, in either event, all other provisions of the Agreement shall remain in full force and effect.

16. Term. Owner desires to employ the services of Contractor to perform the herein described services for a period beginning on the date as described in Article 3, and ending on September 30, 2020. Thereafter, the parties have the option of renewing the contract for a period not to exceed two (2) years.

17. MISCELLANEOUS PROVISIONS.

a. Any failure by Owner to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and Owner may subsequently requires strict compliance at any time, notwithstanding any prior failure to do so.

b. The acceptance of final payment under this Agreement, or the acceptance of final payment upon early termination hereof, shall constitute a full and complete release of Owner by Contractor from any and all claims, demands and causes of action whatsoever which Contractor may have against Owner in any way related to the subject matter of this Agreement and Contractor shall as a condition precedent to receipt of final payment from owner, submit to the Owner a fully and properly executed general Release, in the form attached to this Agreement. Neither the Owner's review, approval or acceptance of, nor payment for, any of the Services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and Contractor shall be and remain liable to Owner in accordance with law for all damages to Owner caused by the Contractor's performance of any of the Services furnished pursuant to this Agreement.

c. It is understood and agreed that Contractor is acting as an independent contractor in the performance of its Services hereunder, and nothing contained in this Agreement shall be deemed to create an agency relationship between Owner and Contractor.

d. The rights and remedies of Owner provided for under this Agreement are cumulative and are in addition to any other rights and remedies provided by law.

e. This Agreement has been negotiated fully between the parties as an arm's length transaction. In addition to the representations and warranties contained in Article 6 of the Agreement, the Contractor acknowledges that prior to execution of the Agreement it has thoroughly reviewed and inspected the Contract documents, and satisfied itself regarding any error, inconsistency, discrepancy, ambiguity, omission, insufficiency of detail or explanation. Contractor further acknowledges that the parties have participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted chosen and selected the language, and the doubtful language will not be interpreted or construed against any Party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed affective as of the day and year first above written.

Contractor:

Owner: LAKE ASHTON COMMUNITY  
DEVELOPMENT DISTRICT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## **EXHIBIT B**

### **SCOPE OF SERVICES/PROJECT MANUAL**

#### **1. PROJECT SCOPE**

The Contractor shall provide On-site Amenity Management Services for the Lake Ashton Community Development District.

##### **1.1 General Overview**

Lake Ashton Community Development District ("The District or Owner"), located in Polk County, is a master planned community unit development with amenities such as a community clubhouse, swimming pool, and tennis court.

##### **1.2 Community Development Districts (CDD) Development**

The District is an independent unit of local government created and established in accordance with the Act. The Act was enacted in 1980 and is provided for in Florida Statutes Chapter 190. It provides a uniform method for the establishment of independent districts to manage and finance basic community development services.

#### **2. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES**

The Contractor shall meet the requirements and follow the procedures associated with all items in this Agreement. These general requirements and procedures are as follows:

##### **2.1 Operation Procedures**

The Contractor shall perform the basic services outlined within the Scope of Services at the hours and days requested by the Owner.

##### **2.2 Key Personnel**

All Work shall be managed and/or directed by key personnel identified in the proposal. Where applicable, the Contractor shall require certifications, training, etc. be secured and updated for all employees. Contractor shall provide one (1) Community Director who is knowledgeable of the Contractor's daily activities when performed at the site. This Director shall serve as the point of contact between the Owner and Contractor. The Director shall be responsible for coordinating all scheduled services with the Owner. The Director shall be responsible for overseeing all property and gate attendants, landscape maintenance crew and administrative on-

site amenity management personnel. Should a problem arise, the Community Director shall present the problem to the Owner for direction.

2.2.1 The Contractor shall provide staff for the following responsibilities:

Community Director, Assistant Community Director and/or Club Office Manager, Communications Specialist, Activities Assistant, Clubhouse Maintenance

2.2.2 Contractor's duties

In addition to the responsibilities found in section 4 of this scope of services, the following duties are required of the Contractor:

- Tactfully communicate with residents regarding issues handled by the Contractor
- Investigate and resolve complaints from residents
- Understand and ensure compliance with federal, state and local legislation relevant to Community Development District and planned communities
- Assume responsibility for operations and maintenance of all amenities including, but not limited to community pool, fitness center, bowling alley, cinema, and clubhouse
- Assume responsibility for operations and maintenance of all common areas, parking areas, and storage areas
- Assume responsibility for management of the security contract for guard houses, common areas, parking areas, storage areas, amenities and clubhouse
- All aspects of the product ordering process
- Attend and speak at monthly orientation meetings
- Attend weekly staff meetings to discuss upcoming events and pertinent issues
- Maintain contact with the Owner on an as needed basis
- Coordinate all scheduled services with the Owner



- Oversee and manage the landscape maintenance contract
- Implement and maintain a safety program for the staff and residents
- Deliver by mail all records to Owner
- Gather feedback from residents and guests and create improvement plans based on feedback
- Ensure accurate records are maintained for insurance purposes
- Oversee front office personnel and clubhouse maintenance personnel
- Oversee all aspects of ballroom rental process, including planning of menu, working with clients, drafting contracts, collecting fees, and gathering feedback from events
- Work closely with resident organizations for the planning and executing of social events
- Order and maintain proper levels of linens
- Interview and hire for certain clubhouse positions
- Process all bills associated with this contract for payments
- Propose and facilitate sponsorship and marketing opportunities for vendors
- Layout, design and maintain tickets, seating charts and other activities materials
- Maintain promotional flyers and registrations at activities desk

Owner reserves the right to adjust these requirements as needed.

## **2.3 Personnel Dress Code**

The Contractor shall ensure that employees working on the Project shall wear uniforms or professional attire at all times. Clothing that expresses or implies obscene language or graphics, degrading or demeaning connotations, or in the opinion of the Owner is unsightly for any reason, shall be strictly prohibited. Contractor personnel shall wear shirts at all times and shall wear footwear that

conforms to safe work practices.

## **2.4 Personnel Conduct**

The Contractor shall enforce strict discipline and good order among its employees on the Project site. The Contractor shall ensure that its employees communicate and interact with the Lake Ashton community and any other customer/party associated with the Lake Ashton Project, are knowledgeable of the Project and the Services the Contractor is performing.

## **2.5 Safety Program**

The Contractor shall develop, implement, and maintain a safety program for its operations on the Project. That safety program shall include, at a minimum, a safety policy, safety rules, safety training, safety evaluations, safety operations, and procedures for accident investigations, providing and maintaining equipment safety features, and safety record keeping. It is mandatory all employees have adequate safety knowledge and demonstrate ability to abide by the safety program. Once an employee has completed safety training, the contractor should provide training certificates for each employee.

## **2.6 Facility Location**

The Owner shall only provide office space on the Project Site for the Contractor as part of this Scope of Services.

## **2.7 Document Control and Data Maintenance**

### **2.7.1 Administrator's Daily Log**

The Contractor shall keep accurate records of all incidences that occur while on duty, documents received, and if applicable, issued by this Contractor. A "document log" shall be maintained during the work of this Contractor to provide records on the information available to or from this Contractor. The "log" shall outline document titles and dates, the originator, received dates, and to/from information. This "log" shall be updated daily.

## **2.8 Liability Insurance**

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain: Occurrence basis comprehensive general liability insurance (including a broad form contractual coverage) with minimum limits of \$2,000,000.00 respectively, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of

Contractor's Services from or out of any act or omission of Contractor, its officers, directors, agents, and employees.

### **3. COORDINATION**

The Contractor shall provide coordination with the Owner for all items associated with the requirements of this Agreement.

#### **3.1 General Coordination**

The Contractor shall meet with the Owner on a quarterly basis. Those meetings shall serve as a forum for the exchange of information, identification of pertinent and critical issues, determination of an action plan and schedule for resolving those issues, review of schedule, and budget status. The Contractor shall prepare the agenda for those meetings and submit it to the Owner two (2) working days prior to the date of each meeting. The Contractor shall record and distribute minutes of each meeting to all attendees within five (5) business days, as needed. The Owner shall provide the meeting location.

In addition, Contractor shall provide a representative to attend the community meeting of the Lake Ashton Board of Supervisors if requested to do so by the Owner. This representative shall be knowledgeable of this Project Scope and Scope of Services and shall be able to respond to any questions the Board may have as to the day-to-day activities at the Project site pursuant to this Agreement; moreover, prepare status reports for the Board.

#### **3.2 Contractor's Community Director**

Contractor shall designate a representative who will be responsible for overall supervision of the Contractor's work force on the Project and shall act as the single point of contact, on an as needed basis, between the Owner and the Contractor. This individual shall be responsible for maintaining the Contractor's schedule of activities, events, wellness functions, newsletter, cable channel, website, community meetings, volunteers and representing Lake Ashton at local community functions. Additionally, the Community Director should propose and facilitate sponsorship and marketing opportunities for vendors.

### **4. SCHEDULED OPERATIONS**

#### **4.1 Activities**

Contractor shall provide social, wellness, and entertainment activities on a weekly and monthly basis. The Contractor will be responsible for the

research, production, scheduling, organization, promotion, and monitoring of a broad range of activities for the residents of the Lake Ashton community. At the end of each activity, the Contractor should gather feedback from prospective and current residents. Evaluate effectiveness of each activity, compile, and implement improvement plans for future activities. The Contractor shall develop and design promotional flyers, seating charts and other materials for specific activities. The activities desk will provide information, registration of activities and attend to the needs of residents. The activities desk staff should answer telephone calls, process incoming and outgoing mail and electronic mail for the community. A schedule of activities must be kept current for Lake Ashton and posted in proper locations within the community. There will be a monthly calendar for the residents printed and included within the monthly newsletter and available copies maintained at the activities desk. Activity rooms will be scheduled, designed and setup prior to each activity. Files of activities will be kept and maintained at the activities desk. A representative from the activities desk should attend the weekly community meeting to present upcoming activities, share ideas for new activities and gather suggestions from residents for future activities. Knowledge of the audio/video equipment in the ballroom and the cinema is required; furthermore, training volunteers and staff of the equipment is required.

#### **4.2 Events**

The Contractor shall develop, schedule, promote, plan and facilitate all events for Lake Ashton. Events will include banquets, fundraisers, marketing, financial, seminars, corporate meetings, community, social, educational, medical and receptions. At the end of each event, the Contractor should gather feedback and evaluate success of each event, staff and other resources; furthermore, compile, and implement improvement plans for future events. The Contractor shall develop and design promotional flyers, seating charts and other materials for special events. Knowledge of the audio/video equipment in the ballroom and the cinema is required; furthermore, training volunteers and staff of the equipment is required. The Contractor will be responsible for ensuring that the recreation center is secure and locked down on a nightly basis.

#### **4.3 Clubhouse Availability**

The Contractor will ensure that the clubhouse will be open for residents and guests seven (7) days per week throughout the year, notwithstanding emergency situations.

#### **4.4 Website**

The Lake Ashton website is the responsibility of the Contractor. The Contractor will supervise, collaborate, design and maintain the content of the website. At all times the website content should contain promotional data, marketing for the community, community amenities, community information, special events, activities and location. In addition, the contractor is expected to maintain all the technical aspects of the website while implementing new material, graphics and updating content. A representative from the website should attend the community meeting, present ideas, and attain information to be included in the website.

#### **4.5 Newsletter**

The Lake Ashton newsletter is the responsibility of the Contractor. The Contractor will supervise, design, edit and maintain the content of the newsletter. Publishing of the newsletter will be the responsibility of the Contractor. The Contractor should locate a local printing company to produce and distribute the newsletter. At all times the newsletter content should contain promotional data, marketing for the community, community amenities, community information, special events, activities. In addition, the contractor is expected to maintain all the technical aspects of the newsletter while implementing new material, graphics and updating content. The Contractor must maintain a current mailing list of newsletter seasonal and permanent resident subscribers. A representative from the newsletter should attend the community meeting, present ideas, share articles and attain information to be included in the newsletter.

#### **4.6 Community Meetings**

The Contractor will schedule community meetings. The purpose of these meetings is to highlight and outline the activities provided by Lake Ashton Community Development District for the Lake Ashton residents. These meetings shall also serve as an orientation time for new residents to the community. Contractor's staff should present activities and information about Lake Ashton, community events, and provide thorough and logical answers to resident questions. Representatives, when possible, should be available to present new programs within the community for residents to participate.

#### **4.7 Contract Management**

The Contractor will be solely responsible for managing the contracts of

the Lake Ashton Community Development District to include the provision of security and gate attendants and landscape services.

## **5. ADMINISTRATION/OPERATIONS PROGRAM**

The program shall be kept up-to-date at all times by the Contractor. Revisions to the document shall be indicated by footnote on the revised pages. Revisions shall be distributed by the Contractor to all document holders.

The Contractor shall prepare draft copies of the document for review and comment by the Owner within thirty (30) calendar days of the notice to proceed with the Services.

### **5.1 Administration**

5.1.1 The administrative section of the document shall, at a minimum, address those functions, which are the responsibility of the Contractor related to all administrative matters generally described in the Scope of Services and as outlined below. Organizational charts for administrative management functions include key personnel names, job titles, and phone numbers.

Policies and procedures related to the Contractor's program for communications with the Lake Ashton community relative operations and customer service.

Personnel policies and procedures related to the Contractor's personnel performing services on the Lake Ashton site.

### **5.2 Basis for Compensation and Payment**

The Contractor shall be compensated for rendered services set forth herein at such time the Lake Ashton Community Development District receives revenues from the Polk County Tax Collector's Department. Due to the timing of the Polk County Tax Collector's Department, there is potential the Contractor may be required to carry three to four months of invoices and receipts for services rendered within the Lake Ashton Community Development District. Notwithstanding the above, it is anticipated that the Owner and Contractor would enter into a lump sum contract whereby the Contractor would be paid in monthly installments.

5.2.1. Work Authorizations shall mean orders or directives, in the form attached hereto as Exhibit C, issued by the Owner. Work

Authorizations shall be issued for repairs or emergency services, changes to the scope of the area in which services are required, or for any services beyond those set forth in Article 2. Services performed under a Work Authorization may be paid either on a lump sum basis, a unit price basis, or a time and material basis in the Owner's sole discretion, such amount to be invoiced and paid in accordance with the terms set forth in Article 5, and paragraphs b. and c. above. Contractor shall not be entitled to compensation for Services outside the scope of Article 2 unless Contractor has obtained prior written authorization of Owner to perform the same in accordance with the provisions of Article 8 of this Agreement.

5.2.2. Owner retains the right to reduce any portion of Contractor's Scope of Services as set forth in Article 2, or as amended in any Work Authorization, in accordance with the provision of Article 8 of this Agreement. In such event, Owner shall be entitled to a reduction proportionate to the Fixed Fee.

## **6. RESPONSE TIME**

The Contractor shall provide services or a response to the request for service within twenty-four (24) hours of receipt. The following is general response time information and requirements for the Emergency Response Program to be developed, implemented, and maintained by the Contractor.

### **6.1 General**

The Contractor shall, on a timely and efficient basis, respond to any and all request, and inspections, and observations, etc. stipulated in the Project Manual. The Contractor shall provide supervisory and operating personnel as required who shall be available on call 24 hours per day, 7 days per week to respond to and correct any problems with any of the elements covered by this Agreement.

Should the Contractor fail to respond to a request for any services addressed in this Project Scope within the required allotted time, the Owner should, at the Contractor's sole expense, provide the requested services.

## **END OF SCOPE OF SERVICES**

**EXHIBIT C**

**WORK AUTHORIZATION FORM**

**Work Authorization**

**Contract No. 2018-100**

Contract No. **2018-100**

Date:

Work Authorization No. **04WA-**\_\_\_\_ - \_\_\_\_

<b>Budget Code: CDD</b>
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To: \_\_\_\_\_ (Company Name)

**Pursuant to the On-Site Amenity Management Services Agreement dated \_\_\_\_\_, the Contractor agrees to perform the services described below for a fixed fee to be computed in the manner set out below or in accordance with Article 5 of the Agreement.**

Description of Work Authorization services:

**Bill to:** District

The following is/are applicable to this Work Authorization as marked:

- \_\_\_\_\_ A. As a result of this Work Authorization, the Contractor shall be compensated a fee in the amount of \$ \_\_\_\_\_
- \_\_\_\_\_ B. Contractor shall proceed immediately with this Work Authorization on a time and material basis in accordance with the contract Documents. Time and material tickets should be submitted daily to the Program Manager.
- \_\_\_\_\_ C. Contractor shall proceed immediately with this Work Authorization on a unit price basis in accordance with the Contract Documents.

The total amount of this Work Authorization shall be full and complete consideration to the Contractor for performance of the services set forth above and the Contractor hereby waives any and all claims arising out of or related to the services covered by this Work Authorization.

Contractor shall commence the aforesaid authorized services upon the execution hereof and shall perform the same in accordance with the terms and conditions of the Agreement which remain in full force and effect.

This Work Authorization represents the entire and integrated agreement between the parties, and supersedes all prior negotiations and qualifications, for these authorized services; but this Work Authorization and the services contemplated herein is, except as otherwise specifically provided herein, subject to all the terms and conditions of the Agreement including without limitation, those concerning payment.



Accepted and Agreed by Contractor:		For Owner:	
<u>Company Name</u>		<u>Lake Ashton Community Development District</u>	
By: _____	Date: _____	By: _____	Date: _____
By: _____	Date: _____	By: _____	Date: _____
For Review and Approval (if applicable):			
District Manager: GMS			
By: _____	Date: _____		
Completed by: _____	Date: _____		

**EXHIBIT D**  
**GENERAL RELEASE**

The undersigned, for and in consideration of the payment of the sum of \$ \_\_\_\_\_, paid by Lake Ashton Community Development District, (hereinafter referred to as Owner), receipt of which is hereby acknowledged as complete compensation for performance of Contract Number \_\_\_\_\_, does hereby fully and completely discharge and release the Owner, its agents, employees, consultants, officers, directors, successors and assigns, the District Manager, and the District Engineer from any and all debts, accounts, promises, damages, liens, encumbrances, causes of action, suits, bonds, liabilities, judgements, claims and demands whatsoever, in law or in equity, which the undersigned ever had, now has or might hereafter have on account of labor performed, material furnished or services rendered, directly or indirectly, for the contract between the parties dated \_\_\_\_\_ (the Contract). The undersigned here certifies that all material, men, suppliers, subcontractors or others furnishing labor, goods, supplies or materials in connection with the Contract have been fully paid and satisfied and hereby agrees to hold harmless and indemnify Owner from any such claims, liens, demands, judgments, causes of action, suits or other liabilities which Owner/Engineer may incur as a result of any such non-payment or other dispute. The undersigned further agrees that in the event Owner is required, in its sole discretion, to enforce this release or the Contract in court proceedings or otherwise, then Owner shall be allowed to recover reasonable attorneys fees and costs incurred, whether incurred at trial, on appeal or in alternative dispute resolution.

Witnesses:

Contractor:

\_\_\_\_\_  
  
\_\_\_\_\_

\_\_\_\_\_  
  
\_\_\_\_\_  
Authorized Signature

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2018, by \_\_\_\_\_, who is personally known / produced identification.

\_\_\_\_\_  
Notary Public  
State of Florida at Large  
My Commission Expires:

**EXHIBIT E**  
**SCHEDULE AND JOB DESCRIPTIONS**

**SCHEDULE**

<b>JOB TITLE</b>	<b>NUMBER OF POSITIONS</b>	<b>TOTAL NUMBER OF HOURS PER WEEK</b>
Community Director	1	40+ (salaried)
Club Office Manager	1	40
Communications Specialist	1	24
Activities Assistant	2	80
Clubhouse Maintenance	2	64



## **Community Director's Report**

### **Lake Ashton CDD District Manager Lake Ashton CDD Board of Supervisors February 2018**

#### Ashtonliving.net, Lakeashtonweddings.com & Lake Ashton Weddings & Special Events on Facebook

- January 1 through 31 website usage: 9,906 total visits, averaging about 330 visits per day with 42,886 total page views averaging about 1,430 page views per day. Top pages: classified listings, news article list, and resident directory.
- Lakeashtonweddings.com visits: in January there were 348 visits. Lake Ashton Weddings Facebook page now has 326 likes.

#### Monday Coffee

- Featured speakers in the upcoming weeks include LARV Benefit Association Hillcrest Steel Drum Performance, Polk Senior Games, Family Elder Law, Polk County Roads, Homeless Graduating Seniors, Neighborhood Watch with LWPD and WHPD, and more.

#### LA Times

- Revenue collected for the January newsletter is \$9,552.
- The March edition of the newsletter will be released and distributed February 28.

#### Activities & Resident Services

- A new initiative featuring Lake Ashton artists and photographers is underway. There is a rotating exhibit in the hallway near the Bowling Alley. Dennis Krupinski is the featured photographer for January. Dennis's exhibit will be up until February 15. A new artist will be featured in March, after the Fine Arts and Photography Show.
- Upcoming activities and special events set up by staff include Bloodmobile Blood Drive, Blood Pressure & Glucose checks, Handlettering FUNDamentals, Jewish Learning Institute: The Art of Communication, Giraffe Ranch day trip, Tarpon Springs day trip, Sugar Sand Festival day trip, Disney on Ice day trip, Victory Casino Cruise, Chat & Chew movies/educational seminars, Think & Drink, Chubby Checker, Rock Baby Rock, The Vogues, NY Bee Gees, Ethan Bortnick, Women's Basic Self Defense Class, Money CLIP Seminar, Health Fair, and more.
- Clubhouse staff and activities desk volunteers collected \$8,871 for LACDD special event revenue.
- In January, Clubhouse staff and activities volunteers collected about \$40,490 for day trips, LA Belles, Pet Co-Op, Democratic Club, LA Purple Stars, LAVA, and Eastside Winers and Diners.
- New Resident Orientation is scheduled at the Clubhouse February 28 (Brenda VanSickle), April 18 (Carol Pontious), and June 13 (Borden Deane).

- Seven (7) households received new resident information and an invitation to upcoming orientation.
- Staff has met with Small World Tours to plan trips for the 2018 calendar year. Trips scheduled for March – December 2018 were released at Monday Coffee January 15. March (two-day Casino Tour), April (Sugar Sand Festival), May (Disney on Ice and Space Coast by Land and Sea), June (Barbara Lee Luncheon Cruise), September (Key West), October (Mt. Dora), November (Yacht Starship), December (Henry B Plant Victorian Stroll).
- On December 19, staff met with the executive director for Theatre Winter Haven (TWH) to determine the feasibility to collaborate on certain TWH productions being performed at the Clubhouse exclusively for Lake Ashton residents. Staff is working on potential dates for May – October.

#### Room Rental

- The Ballroom was rented out seven (7) times in January; a report is attached. Rental revenue is \$4,500.
- January: forty-five (45) inquiries came in for Ballroom rental.
- About 289 cars entered to attend Bingo.

#### Restaurant

- Fire is offering buffets and limited menus on all show nights to efficiently accommodate as many guests as possible.
- Fire at Lake Ashton extended Happy Hour an additional hour (now from 3 to 6 p.m.) due to popular demand.
- Fire at Lake Ashton owners have indicated that revenue is not yet sufficient to support six day a week operations and they would like to appeal to the Board to continue five day a week service. The owners would like to monitor income to determine future feasibility of six day a week operation for the Clubhouse restaurant.
- Wing Night continues on Thursdays - .75 cents per wing.
- Pizza and home delivery of regular menu items on Friday continues.
- Fire is promoting a discounted "Drink of the Day" at \$5 each.
- Weekly lunch and dinner specials are being promoted to vary the dining experience.
- Fire at Lake Ashton's Facebook page has 188 likes.
- The January lease payment was collected from Fire at Lake Ashton.
- A lease compliance review was completed on January 31. An inspection of the restaurant kitchen, dining room and bar area will be scheduled in February.
- All furniture and smallwares approved at the August 11 LACDD BOS meeting have been ordered and received. All new equipment and furniture has been added to inventory. A full restaurant inventory is still pending and should be completed by the end of February.

#### Security, Guest Registration, & Public Safety

- Staff met with Supervisor Mike Costello October 16 and November 2 to review LACDD Hurricane Preparedness Guidelines for staff. The ability to distribute emergency text and voice blasts was approved at the December Board meeting and will be added to the hurricane plan. The assessing of equipment critical to Clubhouse operations that may require a generator to function following a power outage is pending.
- LACDD BOS approved adding bulk text and voice services to the website hosting platform for the purpose of distributing public safety messages. Staff will communicate with the hosting

platform and with other stakeholders such as the HOA Board to implement. A list of potential public safety messages is attached for BOS approval.

- The pool emergency phone was tested in January and is operational.
- Lake Wales Police Department traffic enforcement is continuing to target illegal parking, failing to obey stop signs, and speeding within the Lake Ashton community.
- A seasonal pool security officer(s) is scheduled seven days a week during peak pool use hours. The pool was staffed weather permitting in January.
- Thompson Nursery Road Security Officers processed 7,702 guest vehicles in January.
- Two (2) boats were processed with permission.
- A new computer for resident identification processing was installed. A replacement camera and tripod has also been received. The template for the resident identification cards is being recreated and residents will be informed via electronic media when all systems are operational.

#### Capital Projects & Other Updates

- A communication intern from Warner University is working Tuesdays and Thursdays in the Communication Specialist's office for the Spring 2018 semester.
- After Hurricane Irma, LACDD had hurricane property damage to below areas:  
Clubhouse: roof and soffit, patio shade awning, patio wall (exterior paint)  
Pavilion: roof  
Property in the Open: Berwick gate, exterior fencing (on TNR and Olsen Road), trees, landscaping, stop signs, street signs, speed limit signs, and Lake Ashton lake bank.

An insurance claim has been started. The hurricane insurance deductible for the Clubhouse is about \$71,660. The Pavilion (deductible about \$1,385) and Property in the Open (\$7,690) have separate hurricane deductibles. Estimates and expenses are being maintained. A separate line item for Hurricane Irma expenses has been set up for payables.

Jurin Roofing is scheduled to complete Clubhouse roof construction on February 6. During roof installation, the patio shade awning was removed. This project is covered by insurance (there is a deductible for the Clubhouse). The repaired shade awning will be re-installed following roofing construction until a decision is made regarding a hard roof structure.

At the December BOS meeting, staff was asked to gather an estimate for a hard roof to replace the restaurant patio shade awning. Staff will be gathering an estimate for the Board to review at an upcoming meeting.

Staff presented a proposal for 400' of Lake Ashton lake bank restoration due to erosion problems caused by Hurricane Irma. Erosion and vegetation expenses are not covered by insurance. The proposal was approved at the December BOS meeting. Staff has notified the vendor of the approval and is working on obtaining the required permits to move forward with the project.

- The 2017 LACDD Feedback Survey was released electronically to 1,369 electronic mail addresses. The survey was also included in paper format as an insert to the 2017 March edition newsletter (circulation 1,500). Resident Satisfaction Surveys were received through

April 7, 2017. Staff received about 324 paper surveys and about 107 electronic surveys for a total of 431 responses. Data is being compiled and will be reported to Supervisors.

- Stormwater, curb and asphalt repairs with All Terrain per specifications approved at the May 2017 LACDD BOS meeting were partially completed mid-October. The District Engineer inspected the areas November 2. All Terrain is scheduled to be here the week of February 6 to review a couple of areas not yet complete.
- Staff completed ten (10) facility maintenance forms/repair requests in January.
- The approved meeting schedule for FY2018 is now posted on Ashtonliving.net. The Board is scheduled to meet March 9, April 13, May 11, June 8, July 13, August 10, and September 14 at 9 a.m. in the Clubhouse Ballroom.
- TECO has approved the three remaining street light accounts to be switched to single fixture LED ahead of the agreement expiration date with no financial penalty. Installation began on January 25 and should be completed soon.
- For fiscal year 2018 capital projects, employees are actively gathering proposals for an automatic pool vacuum to be used at night and especially on nights before there is no scheduled pool service. Estimates for the refurbishment of the pool and patio fence panels are being gathered.

**Ballroom Rental Fee Report**  
From: 1/1/18 to 1/31/18  
Meeting Room: Grand Ballroom

<b>Meeting Date</b>	<b>Meeting Title</b>	<b>Room Fee Collected</b>
1/1/2018	Monday Coffee	\$0.00
1/1/2018	Bingo	\$400.00
1/2/2018	Line Dancing	\$0.00
1/3/2018	Yoga	\$0.00
1/3/2018	LAPAC Meeting	\$0.00
1/3/2018	LA (LW) HOA BOD Meeting	\$0.00
1/3/2018	Think and Drink	\$0.00
1/4/2018	Line Dancing	\$0.00
1/4/2018	Shufflin' Squares Dance	\$0.00
1/5/2018	Parkinson's Support Group	\$0.00
1/5/2018	Celebration of Life for Bill Wild	\$0.00
1/6/2018	Celebration of Life for Paul Pontious	\$0.00
1/8/2018	Monday Coffee	\$0.00
1/8/2018	LA Purple Stars Meeting	\$0.00
1/8/2018	LAPAC Dance Practice	\$0.00
1/8/2018	Bingo	\$400.00
1/9/2018	Bible Study Chorus Practice	\$0.00
1/9/2018	Line Dancing	\$0.00
1/10/2018	Yoga	\$0.00
1/10/2018	Louise Gilla Bible Study	\$0.00
1/10/2018	LAPAC Dance Practice	\$0.00
1/10/2018	Pet Co-Op	\$0.00
1/11/2018	Line Dancing	\$0.00
1/11/2018	Theatre Winter Haven Meeting	\$0.00
1/11/2018	LAPAC Talent Show Meeting	\$0.00
1/11/2018	Square Dance Lessons	\$0.00
1/11/2018	LA Cruise Meeting	\$0.00
1/12/2018	LA (LW) CDD Meeting	\$0.00
1/13/2018	Thorne/Creamer Wedding	\$1,250.00
1/14/2018	LAPAC Dance Rehearsal	\$0.00
1/14/2018	Community Potluck	\$0.00
1/15/2018	Monday Coffee	\$0.00
1/15/2018	LAPAC Dance Practice	\$0.00
1/15/2018	Bingo	\$400.00
1/16/2018	Bible Study Chorus Practice	\$0.00



**Ballroom Rental Fee Report**  
From: 1/1/18 to 1/31/18  
Meeting Room: Grand Ballroom

<b>Meeting Date</b>	<b>Meeting Title</b>	<b>Room Fee Collected</b>
1/16/2018	Line Dancing	\$0.00
1/17/2018	Yoga	\$0.00
1/17/2018	Louise Gilla Bible Study	\$0.00
1/17/2018	LAPAC Dance Practice	\$0.00
1/18/2018	Line Dancing	\$0.00
1/18/2018	Shufflin' Squares Dance	\$0.00
1/19/2018	LA Purple Stars Benefit Concert	\$0.00
1/20/2018	Jersey Tenors	\$0.00
1/21/2018	Waffle Brunch	\$0.00
1/22/2018	Monday Coffee	\$0.00
1/22/2018	Bingo	\$400.00
1/23/2018	LAVA Meeting	\$0.00
1/24/2018	Yoga	\$0.00
1/24/2018	Glenn Miller Orchestra	\$0.00
1/25/2018	Line Dancing	\$0.00
1/25/2018	LAPAC Rehearsal	\$0.00
1/25/2018	Square Dance Lessons	\$0.00
1/26/2018	Tusk	\$0.00
1/27/2018	Wallace Wedding	\$1,250.00
1/28/2018	Mid-Atlantic Party	\$0.00
1/29/2018	Monday Coffee	\$0.00
1/29/2018	LA (LW) HOA Candidate Forum	\$0.00
1/29/2018	Bingo	\$400.00
1/31/2018	Yoga	\$0.00
1/31/2018	LAPAC	\$0.00
<b>Total</b>		<b>\$4,500.00</b>

## **Potential Public Safety Messages and Corresponding Dates**

March: Mosquito safety

March 10: Daylight Saving Time begins March 11 (change smoke detector batteries)

Mid-March (Spring Break): Golf cart safety - visiting grandchildren

April: Lightning safety and alerts

May: Alligator mating season begins – activity increases

June: Hurricane season begins

Golf cart safety - visiting grandchildren

July: Alligators nesting

August: Slow down in school zones

Mid-August: Alligators hatching – territorial

September: Peak storm season

November 3: Daylight Saving Time ends November 4 (change smoke detector batteries)

December (winter solstice): Pedestrian safety

Golf cart safety - visiting grandchildren

**Lake Ashton Community Development District**  
**135 W Central Blvd. Suite 320, Orlando Florida 32801**

**Memorandum**

**DATE: February 9, 2018**

**TO:** George Flint **via email**  
District Manager

**FROM:** Alan Scheerer  
Field Services Manager

**RE:** Lake Ashton CDD Monthly Managers Report – February 9, 2018

The following is a summary of activities related to the field operations of the Lake Ashton Community Development District:

**Ballroom:**

1. Staff replacing lights and ballasts as needed in Clubhouse and Gate House.
2. Filters have been changed in the Ballroom.

**Pool/Spa:**

1. The Pool/Spa are operating properly.
2. Handicap lifts have been tested.
3. Kings III replaced the antenna on the emergency phone at the pool.
4. Spa timer refastened.

**Lakes:**

1. Lakes are being treated according to our contract with Applied Aquatic.
2. The Aberdeen and Berwick ponds continue to have algae issues. Applied Aquatic is continuing to work on both of these ponds.

**Landscaping:**

1. Staff has been meeting on a weekly basis with Yellowstone to review CDD property.
2. Irrigation inspections were performed with minor repairs.

3. Yellowstone repaired plumbing to the irrigation well west of Clubhouse and at entrance gate.

**Other:**

1. Miller's Central Air replaced 3 bad heating fuses in Bowling Alley A/C and 2 bad fuses in Craft Room A/C.
2. Staff attached loose tennis court wind screen with zip ties.
3. Staff replaced pre-filter to the Fitness Center ice/water machine.
4. Staff replaced burnt out lights under portico.
5. Staff replaced rusted chain at the Berwick construction gate and lubricated the inside of the locks.
6. Staff has started to install LED lights in the Clubhouse. Installation should be complete by the end of February.
7. Miller's Central Air replaced bad breaker to the kitchen side A/C unit in restaurant dining room.
8. Gills Manufacturing repaired 5 cast aluminum patio chairs and 2 high top bar stool.

Should you have any questions please call me at 407-398-2890

Respectfully,

Alan Scheerer

**Lake Ashton  
Community Development District**

*Check Run Summary*

**February 9, 2018**

<i>Date</i>	<i>Check Numbers</i>	<i>Amount</i>
<u><i>General Fund</i></u>		
1/8/2018	5832-5849	\$82,531.66
1/16/2018	5850-5852	\$26,250.00
1/22/2018	5853-5872	\$215,944.05
1/26/2018	5873	\$30,400.00
<b>General Fund Total</b>		<u><u><b>\$355,125.71</b></u></u>
<u><i>Capital Projects Fund</i></u>		
1/8/2018	226	\$614.45
<b>Capital Projects Fund Total</b>		<u><u><b>\$614.45</b></u></u>

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 \*\*\* CHECK NOS. 005832-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 LAKE ASHTON CDD - GF  
 BANK A LAKE ASHTON - GF

RUN 2/01/18

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/08/18	00085	12/03/17 111126	201712 320-57200-54500	UNSTOP SINK DRAIN	*	270.00	
				A.D. BAYNARD PLUMBING, INC.			270.00 005832
1/08/18	00062	12/25/17 05794960	201712 320-57200-41000	4141 ASHTON CLUB DR	*	854.67	
				BRIGHT HOUSE NETWORKS			854.67 005833
1/08/18	00055	12/15/17 20735-12	201712 320-57200-43100	20735-4141 ASHTON CLUB DR	*	678.47	
		12/15/17 20740-12	201712 320-57200-43100	20740-4128 LAKE ASHTON BV	*	36.60	
		12/15/17 22109-12	201712 320-57200-43100	22109-GATE ENTRANCE/IRR	*	95.75	
		12/15/17 37767-12	201712 320-57200-43100	37767-PALMS CDD IRRIG.	*	159.42	
				CITY OF LAKE WALES			970.24 005834
1/08/18	00502	1/01/18 1314	201801 320-57200-34501	JAN 18-SECURITY SERVICE	*	18,363.43	
		1/01/18 1314	201801 320-57200-34502	JAN 18-SECURITY SERVICE	*	2,278.13	
				COMMUNITY WATCH SOLUTIONS, LLC			20,641.56 005835
1/08/18	00466	1/04/18 38872	201801 310-51300-42501	JAN 18 - NEWSLETTER	*	3,439.00	
				CUSTOMTRADEPRINTING.COM			3,439.00 005836
1/08/18	00472	12/01/17 00768126	201712 320-57200-52000	PLASTIC CUPS/LIDS	*	666.24	
		1/03/18 00768127	201801 320-57200-49400	THINK & DRINK	*	80.40	
		1/03/18 00768128	201801 320-57200-49400	NEW YEARS EVE DINNER	*	5,299.20	
				FIRE AT LAKE ASHTON			6,045.84 005837
1/08/18	00215	10/30/17 288	201710 320-57200-54000	DUES AND SUBSCRIPTIONS	*	218.55	
		10/30/17 288	201710 320-57200-52000	OPERATING SUPPLIES	*	232.03	
		10/30/17 288	201710 320-57200-49400	SPECIAL EVENTS	*	135.13	
		10/30/17 288	201710 310-51300-42501	DECORATIONS	*	198.00	
		10/30/17 288	201710 310-51300-42000	POSTAGE	*	166.85	

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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
LAKE ASHTON CDD - GF  
BANK A LAKE ASHTON - GF

RUN 2/01/18

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
11/30/17	290	201711 320-57200-54000		DUES AND SUBSCRIPTIONS	*	36.37	
11/30/17	290	201711 320-57200-52000		OPERATING SUPPLIES	*	28.74	
11/30/17	290	201711 320-57200-49400		SPECIAL EVENTS	*	415.49	
11/30/17	290	201711 310-51300-42501		DECORATIONS	*	534.65	
11/30/17	290	201711 310-51300-42000		POSTAGE	*	542.98	
12/27/17	287	201712 320-57200-34000		DEC 17 - PAYROLL REIMB	*	35,254.50	
1/02/18	154	201801 310-51300-34000		MGMT FEES-JAN 18	*	4,873.50	
1/02/18	154	201801 310-51300-35100		COMPUTER TIME-JAN 18	*	83.33	
1/02/18	154	201801 310-51300-31300		DISSEM AGNT SVCS-JAN 18	*	83.33	
1/02/18	154	201801 310-51300-51000		SUPPLIES-JAN 18	*	58.20	
1/02/18	154	201801 310-51300-42000		POSTAGE-JAN 18	*	97.50	
1/02/18	154	201801 310-51300-32200		AUDIT CONFIRMATION-JAN 18	*	23.00	
1/02/18	289	201801 320-57200-34000		JAN 18-FIELD MGMT FEES	*	2,083.33	
10/30/17	288	201710 320-57200-54000		DUES AND SUBSCRIPTIONS	V	218.55-	
10/30/17	288	201710 320-57200-52000		OPERATING SUPPLIES	V	232.03-	
10/30/17	288	201710 320-57200-49400		SPECIAL EVENTS	V	135.13-	
10/30/17	288	201710 310-51300-42501		DECORATIONS	V	198.00-	
10/30/17	288	201710 310-51300-42000		POSTAGE	V	166.85-	
11/30/17	290	201711 320-57200-54000		DUES AND SUBSCRIPTIONS	V	36.37-	
11/30/17	290	201711 320-57200-52000		OPERATING SUPPLIES	V	28.74-	
11/30/17	290	201711 320-57200-49400		SPECIAL EVENTS	V	415.49-	
11/30/17	290	201711 310-51300-42501		DECORATIONS	V	534.65-	
11/30/17	290	201711 310-51300-42000		POSTAGE	V	542.98-	

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 \*\*\* CHECK NOS. 005832-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 LAKE ASHTON CDD - GF  
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RUN 2/01/18

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		12/27/17 287	201712 320-57200-34000		V	35,254.50-	
		DEC 17 - PAYROLL REIMB					
		1/02/18 154	201801 310-51300-34000		V	4,873.50-	
		MGMT FEES-JAN 18					
		1/02/18 154	201801 310-51300-35100		V	83.33-	
		COMPUTER TIME-JAN 18					
		1/02/18 154	201801 310-51300-31300		V	83.33-	
		DISSEM AGNT SVCS-JAN 18					
		1/02/18 154	201801 310-51300-51000		V	58.20-	
		SUPPLIES-JAN 18					
		1/02/18 154	201801 310-51300-42000		V	97.50-	
		POSTAGE-JAN 18					
		1/02/18 154	201801 310-51300-32200		V	23.00-	
		AUDIT CONFIRMATION-JAN 18					
		1/02/18 289	201801 320-57200-34000		V	2,083.33-	
		JAN 18-FIELD MGMT FEES					
				GMS-CENTRAL FLORIDA, LLC			.00 005838
1/08/18	00067	12/19/17 169094	201712 320-57200-34500		*	168.00	
		GATE MONTHLY MAINT SVC					
				THE HARTLINE ALARM COMPANY, INC.			168.00 005839
1/08/18	00059	1/04/18 15429	201801 320-57200-45300		*	1,290.00	
		JAN 18-POOL SERVICE					
				HEARTLAND COMMERCIAL POOL SERVICES			1,290.00 005840
1/08/18	00512	1/01/18 1459363	201801 320-57200-41000		*	42.00	
		EMERGENCY SKYLINE SVC					
				KINGS III OF AMERICA, INC.			42.00 005841
1/08/18	00365	12/14/17 131399	201712 320-57200-52000		*	103.03	
		CUSTOM CARD ASSORTMENT					
				POSTY CARDS, INC.			103.03 005842
1/08/18	00217	1/01/18 0654-000	201801 320-57200-43300		*	636.72	
		SERVICE THRU-01/31/18					
				REPUBLIC SERVICES #654			636.72 005843
1/08/18	00417	1/01/18 10141751	201801 320-57200-54000		*	795.00	
		MUSIC LICENSE					
				SESAC			795.00 005844
1/08/18	00399	12/31/17 10118	201712 320-57200-54500		*	1,328.80	
		LEAGUE PINSETTER MNITRING					
				ALEX SMITH			1,328.80 005845
				LAKA LAKE ASHTON SROSINA			



AP300R  
 \*\*\* CHECK NOS. 005832-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 LAKE ASHTON CDD - GF  
 BANK A LAKE ASHTON - GF

RUN 2/01/18

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/08/18	00234	10/31/17	71860734	201710	320-57200-51000	*	10.39	
			SUPPLIES					
		11/13/17	71868132	201711	320-57200-52000	*	5.98	
			SUPPLIES					
		11/13/17	71868132	201711	320-57200-52000	*	3.89	
			SUPPLIES					
		11/13/17	71868132	201711	310-51300-42501	*	96.40	
			SUPPLIES					
		11/13/17	71868132	201711	320-57200-51000	*	330.02	
			SUPPLIES					
		11/28/17	71876427	201711	320-57200-51000	*	8.99	
			SUPPLIES					
		11/29/17	71876427	201711	320-57200-52000	*	55.00	
			SUPPLIES					
		12/08/17	71876427	201712	320-57200-51000	*	16.19	
			SUPPLIES					
		12/08/17	71876427	201712	320-57200-52000	*	15.69	
			SUPPLIES					
		12/08/17	71876427	201712	320-57200-51000	*	11.99	
			SUPPLIES					
		12/14/17	71887312	201712	320-57200-52000	*	12.57	
			SUPPLIES					
		12/14/17	71887312	201712	320-57200-51000	*	163.08	
			SUPPLIES					
		12/19/17	71876427	201712	320-57200-51000	*	12.89	
			SUPPLIES					
STAPLES ADVANTAGE								743.08 005846
1/08/18	00054	12/20/17	39734	201712	320-57200-52000	*	138.24	
			WHITE ROLL TOWELS					
STATEWIDE BUILDING MAINTENANCE								138.24 005847
1/08/18	00215	10/30/17	288	201710	320-57200-54000	*	218.55	
			DUES AND SUBSCRIPTIONS					
		10/30/17	288	201710	320-57200-52000	*	232.03	
			OPERATING SUPPLIES					
		10/30/17	288	201710	320-57200-49400	*	135.13	
			SPECIAL EVENTS					
		10/30/17	288	201710	310-51300-42501	*	198.00	
			DECORATIONS					
		10/30/17	288	201710	310-51300-42000	*	166.85	
			POSTAGE					
		11/30/17	290	201711	320-57200-54000	*	36.37	
			DUES AND SUBSCRIPTIONS					
		11/30/17	290	201711	320-57200-52000	*	28.74	
			OPERATING SUPPLIES					

LAKA LAKE ASHTON SROSINA

AP300R  
\*\*\* CHECK NOS. 005832-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
LAKE ASHTON CDD - GF  
BANK A LAKE ASHTON - GF

RUN 2/01/18

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
		11/30/17 290	201711 320-57200-49400		*	415.49	
		11/30/17 290	201711 310-51300-42501	SPECIAL EVENTS	*	534.65	
		11/30/17 290	201711 310-51300-42000	DECORATIONS	*	542.98	
		12/27/17 287	201712 320-57200-34000	POSTAGE	*	35,254.50	
		1/02/18 289	201801 320-57200-34000	DEC 17 - PAYROLL REIMB	*	2,083.33	
				JAN 18-FIELD MGMT FEES			
				GMS-CENTRAL FLORIDA, LLC			39,846.62 005848
1/08/18 00036		1/02/18 154	201801 310-51300-34000	MGMT FEES-JAN 18	*	4,873.50	
		1/02/18 154	201801 310-51300-35100	COMPUTER TIME-JAN 18	*	83.33	
		1/02/18 154	201801 310-51300-31300	DISSEM AGNT SVCS-JAN 18	*	83.33	
		1/02/18 154	201801 310-51300-51000	SUPPLIES-JAN 18	*	58.20	
		1/02/18 154	201801 310-51300-42000	POSTAGE-JAN 18	*	97.50	
		1/02/18 154	201801 310-51300-32200	AUDIT CONFIRMATION-JAN 18	*	23.00	
				GMS - SO FLORIDA, LLC			5,218.86 005849
1/16/18 00508		1/24/18 012418	201801 320-57200-49400	BALANCE-ORCHESTRA	*	3,750.00	
				GLENN MILLER PRODUCTIONS, INC.			3,750.00 005850
1/16/18 00063		1/20/18 012018	201801 320-57200-49400	JERSEY TENORS	*	10,200.00	
				WILLIAM CLARE ENTERTAINMENT			10,200.00 005851
1/16/18 00063		1/26/18 012618	201801 320-57200-49400	TUSK	*	12,300.00	
				WILLIAM CLARE ENTERTAINMENT			12,300.00 005852
1/22/18 00085		12/21/17 111335	201712 320-57200-54500	INSTALL TRAP PRIMER DRAIN	*	279.00	
				A.D. BAYNARD PLUMBING, INC.			279.00 005853
1/22/18 00522		12/31/17 80363235	201712 320-57200-43200	PROPANE 624279311	*	719.19	
		12/31/17 80363235	201712 320-57200-43200	PROPANE 624662309	*	779.58	

LAKA LAKE ASHTON SROSINA

AP300R  
\*\*\* CHECK NOS. 005832-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 2/01/18  
LAKE ASHTON CDD - GF  
BANK A LAKE ASHTON - GF

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		12/31/17 80363235	201712 320-57200-43200		*	888.85	
		PROPANE 625003880					
		12/31/17 80363235	201712 320-57200-43200		*	727.88	
		PROPANE 625326861					
				AMERIGAS			3,115.50 005854
1/22/18	00057	12/31/17 166787	201712 320-53800-46800		*	1,545.00	
		AQUATIC PLANT MANGEMENT					
				APPLIED AQUATIC MANAGEMENT, INC.			1,545.00 005855
1/22/18	00214	12/21/17 AR312314	201712 320-57200-52000		*	8.00	
		BLACK TONER					
				DEX IMAGING			8.00 005856
1/22/18	00497	11/19/17 10000001	201711 320-57200-52005		*	192.50	
		HOLIDAY DECORATING					
				DHS DESIGN GUILD			192.50 005857
1/22/18	00304	1/03/18 01032018	201801 320-57200-49400		*	136.00	
		17-WHITE 120" RND LINENS					
				MARY AMBROSE			136.00 005858
1/22/18	00059	1/01/18 15429-2	201801 320-57200-45300		*	75.00	
		COVER UP LIQUID					
				HEARTLAND COMMERCIAL POOL SERVICES			75.00 005859
1/22/18	00098	12/07/17 2132788	201712 310-51300-52000		*	718.56	
		SUPPLIES					
		12/07/17 2900919	201712 320-57200-52000		*	998.00	
		SUPPLIES					
		12/07/17 2901993	201712 320-57200-52000		*	288.33	
		SUPPLIES					
		12/07/17 2901994	201712 320-57200-52000		*	288.33-	
		RETURNS-SUPPLIES					
		12/12/17 7020168	201712 320-57200-52000		*	20.28	
		SUPPLIES					
		12/12/17 7241628	201712 320-57200-52000		*	63.76	
		SUPPLIES					
		12/13/17 6160189	201712 320-57200-52000		*	121.62	
		SUPPLIES					
		12/18/17 1012681	201712 320-57200-52000		*	26.75	
		SUPPLIES					
		12/26/17 3581744	201712 320-57200-52000		*	51.06	
		SUPPLIES					
				HOME DEPOT CREDIT SERVICES			2,000.03 005860
				LAKA LAKE ASHTON SROSINA			

\*\*\* CHECK NOS. 005832-050000

LAKE ASHTON CDD - GF  
BANK A LAKE ASHTON - GF

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/22/18	00463	11/29/17 140538	201711 320-57200-52000	IDW-SUB MARKETING	*	350.00	
				IDWHOLESALER			350.00 005861
1/22/18	00498	12/26/17 5654	201712 320-57200-54502	PROGRESS BILLING-12/26/17	*	30,273.47	
		1/17/18 5666	201801 320-57200-54502	PROGRESS BILLING-01/15/18	*	153,021.81	
				JURIN ROOFING SERVICES, INC			183,295.28 005862
1/22/18	00164	12/31/17 79358	201712 310-51300-31500	SERVICE THRU-12/31/18	*	1,405.00	
				LATHAM, SHUKER, EDEN & BEAUDINE,LLP			1,405.00 005863
1/22/18	00488	12/31/17 12312017	201712 320-57200-49400	LIGHT PROGRAMMING NYE	*	499.00	
				ARNOLDO OFFERMANN			499.00 005864
1/22/18	00528	1/17/18 21684	201801 320-57200-54500	BROKEN PED SUPPORTS/KEYS	*	616.00	
				RAYMON BROTHERS			616.00 005865
1/22/18	00217	12/31/17 0654-000	201712 320-57200-43300	SERVICE THRU-12/31/17	*	378.79	
				REPUBLIC SERVICES #654			378.79 005866
1/22/18	00470	1/17/18 01172018	201801 320-57200-52000	COFFEE SERVICE	*	34.07	
				SHUFFLIN'S SQUARES			34.07 005867
1/22/18	00054	1/01/18 39793	201801 320-57200-54500	MONTHLY JANITORIAL SVC	*	3,465.00	
				STATEWIDE BUILDING MAINTENANCE			3,465.00 005868
1/22/18	00061	1/15/18 JAN-18	201801 320-57200-43000	JAN 18 - ELECTRIC	*	18,251.00	
				TECO			18,251.00 005869
1/22/18	00231	1/10/18 5986	201801 320-57200-52000	NAME BADGE-MAGNETIC	*	32.15	
				THE TROPHY SHOP			32.15 005870
1/22/18	00430	1/02/18 50049322	201801 310-51300-42502	JAN 18-LEASE PAYMENT	*	187.00	
				WELLS FARGO FINANCIAL LEASING			187.00 005871

LAKA LAKE ASHTON SROSINA

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/22/18	00098	12/13/17 6251573	201712 320-57200-52000	SUPPLIES	*	79.73	
				HOME DEPOT CREDIT SERVICES			79.73 005872
1/26/18	00063	2/02/18 020218	201801 320-57200-49400	JOHN CHARLES&DARREL JOYCE	*	6,900.00	
		2/10/18 021018	201801 320-57200-49400	CHUBBY CHECKER	*	23,500.00	
				WILLIAM CLARE ENTERTAINMENT			30,400.00 005873
TOTAL FOR BANK A						355,125.71	
TOTAL FOR REGISTER						355,125.71	

LAKA LAKE ASHTON SROSINA

AP300R  
\*\*\* CHECK NOS. 000226-050000

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 2/01/18  
LAKE ASHTON CDD - CPF  
BANK B LAKE ASHTON - CPF

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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/08/18	00076	12/14/17 00002702	201712 600-53800-60078	REPLACED FAN MOTOR	*	614.45	
AQUACAL AUTOPILOT							614.45 000226
-----							-----
TOTAL FOR BANK B						614.45	
TOTAL FOR REGISTER						614.45	

LAKA LAKE ASHTON SROSINA

**LAKE ASHTON CDD**  
**FY 2018 CASH RECEIPTS**

	October-17	November-17	December-17	January-18	February-18	March-18
ENTERTAINMENT	\$ 96,050.00	\$ 14,974.00	\$ 10,991.00	\$ -	\$ -	\$ -
BALLROOM RENTAL	\$ 5,450.00	\$ 3,475.00	\$ 5,500.00	\$ -	\$ -	\$ -
DAMAGE DEPOSITS	\$ (1,000.00)	\$ 500.00	\$ 3,250.00	\$ -	\$ -	\$ -
NEWSLETTER INCOME	\$ 23,056.70	\$ 9,769.74	\$ 3,927.00	\$ -	\$ -	\$ -
COFFEE INCOME	\$ 600.00	\$ 300.00	\$ -	\$ -	\$ -	\$ -
CLERICAL	\$ 125.00	\$ 40.00	\$ 83.00	\$ -	\$ -	\$ -
SECURITY FEE	\$ 1,037.50	\$ 418.75	\$ 512.50	\$ -	\$ -	\$ -
CLICKERS	\$ 148.00	\$ 111.00	\$ 185.00	\$ -	\$ -	\$ -
RESTAURANT LEASE	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -
SALES TAX	\$ 70.00	\$ 70.00	\$ 70.00	\$ -	\$ -	\$ -
	\$ 126,537.20	\$ 35,374.49	\$ 26,218.50	\$ -	\$ -	\$ -

	April-18	May-18	June-18	July-18	August-18	September-18
ENTERTAINMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BALLROOM RENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DAMAGE DEPOSITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NEWSLETTER INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COFFEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLERICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SECURITY FEE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLICKERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESTAURANT LEASE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SALES TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FISCAL YEAR 2018 TOTAL	
ENTERTAINMENT FEES	\$ 122,015.00
BALLROOM RENTAL	\$ 14,425.00
DAMAGE DEPOSITS	\$ 2,750.00
NEWSLETTER INCOME	\$ 36,753.44
COFFEE INCOME	\$ 900.00
CLERICAL	\$ 248.00
SECURITY FEE	\$ 1,968.75
CLICKERS	\$ 444.00
RESTAURANT LEASE	\$ 3,000.00
SALES TAX	\$ 210.00
	\$ 188,130.19

**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**ENTERTAINMENT**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/15/2017	1071	Barnes	\$ 30.00	Glenn Miller
12/15/2017	1310	Cooper	\$ 50.00	Glenn Miller
12/15/2017	333	Livoti	\$ 60.00	Glenn Miller
12/15/2017	217	Bergia	\$ 40.00	Glenn Miller
12/15/2017	1107	Steenberg	\$ 100.00	Glenn Miller
12/15/2017	439	Gallina	\$ 40.00	Glenn Miller
12/15/2017	3957	Puntureri	\$ 20.00	Glenn Miller
12/15/2017	3254	Frank	\$ 60.00	Glenn Miller
12/15/2017	3255	Frank	\$ 60.00	Glenn Miller
12/15/2017	1005	Daugherty	\$ 75.00	Glenn Miller
12/15/2017	1978	Bombard	\$ 75.00	Glenn Miller
12/15/2017	2652	Ax	\$ 100.00	Glenn Miller
12/15/2017	1129	Schwartz	\$ 100.00	Glenn Miller
12/15/2017	360	Myatt	\$ 60.00	Glenn Miller
12/15/2017	2064	Hinds	\$ 60.00	Glenn Miller
12/15/2017	1041	Brown	\$ 100.00	Glenn Miller
12/15/2017	1107	Weiss	\$ 50.00	Glenn Miller
12/15/2017	1259	Benner	\$ 50.00	Glenn Miller
12/15/2017	1140	Dowie	\$ 60.00	Glenn Miller
12/15/2017	8491	Baker	\$ 60.00	Glenn Miller
12/15/2017	3216	Shupp	\$ 50.00	Glenn Miller
12/15/2017	1260	Family Elder Law	\$ 100.00	Sponsor Fee Parade
12/8/2017	2135	Chagnon	\$ 196.00	New Year's Eve Ball
12/8/2017	1880	Hanley	\$ 98.00	New Year's Eve Ball
12/8/2017	2404	Zalesky	\$ 98.00	New Year's Eve Ball
12/8/2017	1276	Mentjes	\$ 30.00	Revoiced
12/8/2017	1010	Debnar	\$ 30.00	Revoiced
12/8/2017	667	Vogt	\$ 30.00	Revoiced
12/21/2017	11578	Pincus	\$ 72.00	Comedy
12/21/2017	1599	Rich	\$ 36.00	Comedy
12/21/2017	230	Totten, R	\$ 36.00	Comedy
12/21/2017	1415	Thurman	\$ 72.00	Comedy
12/21/2017	4811	Wilderson	\$ 36.00	Comedy
12/21/2017	553	Smith, L	\$ 36.00	Comedy
12/21/2017	7061	Ferreira	\$ 72.00	Comedy
12/21/2017	1130	Schwartz	\$ 72.00	Comedy
12/21/2017	2658	Ax	\$ 72.00	Comedy
12/21/2017	1847	Posner	\$ 36.00	Comedy
12/21/2017	1639	Neigh	\$ 72.00	Comedy
12/21/2017	1459	Torakis	\$ 36.00	Comedy
12/21/2017	1448	Lussier	\$ 60.00	Comedy
12/21/2017	369	Myatt	\$ 54.00	Comedy
12/21/2017	664	Jirikovec	\$ 36.00	Comedy
12/21/2017	2066	Hinds	\$ 30.00	Comedy
12/21/2017	610	Kniat	\$ 54.00	Comedy
12/21/2017	3218	Shupp	\$ 30.00	Comedy



**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**ENTERTAINMENT-(CONTINUED)**

12/21/2017	10436	Monaghan	\$ 30.00	Comedy
12/21/2017	334	Livoti	\$ 36.00	Comedy
12/21/2017	1782	Dersham	\$ 60.00	Comedy
12/21/2017	220	Bergia	\$ 98.00	New Years Eve
12/21/2017	1343	Benzenberg	\$ 50.00	Glenn Miller
12/21/2017	3237	Guitard	\$ 1,000.00	Rental Deposit
12/21/2017	58286.44	Edward Jones	\$ 75.00	Monday Coffee
12/21/2017	7229	Ligon Marketing	\$ 175.00	LA Times
11/1/2017	477	Realmuto	\$ -	Revoiced
12/4/2017	497	Greenberg	\$ 15.00	Revoiced
12/4/2017	497	Caudill	\$ 15.00	Revoiced
12/4/17	497	Carlin	\$ 98.00	NY Eve
12/5/2017	498	Grismore	\$ 196.00	NY Eve
12/5/2017	498	Smithgall	\$ 30.00	
12/6/2017	499	Hoover	\$ 98.00	NY Eve
12/6/2001	499	Volpe	\$ 30.00	Revoiced
12/6/2017	499	Schuler	\$ 30.00	Revoiced
12/8/2017	500	Ruggiero	\$ 98.00	NY Eve
12/8/2017	500	Murdoch	\$ 15.00	Revoiced
12/8/2017	500	Horn	\$ 30.00	Revoiced
12/11/2017	501	Pitzen	\$ 98.00	NY Eve
12/13/2017	503	Hullender	\$ 60.00	Glenn Miller
12/13/2017	503	Connors	\$ 60.00	Glenn Miller
12/13/17	503	Bopp	\$ 40.00	Glenn Miller
12/13/2017	503	Phelps	\$ 40.00	Glenn Miller
12/13/2017	503	Barkley	\$ 40.00	Glenn Miller
12/13/2017	503	Barker	\$ 60.00	Glenn Miller
12/13/2017	503	Jain	\$ 20.00	Glenn Miller
12/13/2017	503	Baron	\$ 50.00	Glenn Miller
12/13/2017	503	Korntop	\$ 50.00	Glenn Miller
12/13/2017	503	Fraker	\$ 50.00	Glenn Miller
12/13/2017	503	Whitmire	\$ 40.00	Glenn Miller
12/13/2017	503	Desimone	\$ 120.00	Glenn Miller
12/13/2017	503	Kozak	\$ 120.00	
12/13/2017	503	Hittne	\$ 120.00	Glenn Miller
12/13/2017	503	Sardina	\$ 120.00	Glenn Miller
12/13/2017	503	Mehal	\$ 60.00	Glenn Miller
12/13/2017	503	Scali	\$ 90.00	Glenn Miller
12/13/2017	503	Robertson	\$ 90.00	Glenn Miller
12/13/2017	503	Teyssier	\$ 120.00	Glenn Miller
12/13/2017	503	Ogilvy	\$ 120.00	Glenn Miller
12/13/2017	503	Walter	\$ 120.00	Glenn Miller
12/13/2017	503	Luchenbill	\$ 120.00	Glenn Miller
12/13/2017	503	Mecsis	\$ 120.00	Glenn Miller
12/13/2017	503	Grismore	\$ 50.00	Glenn Miller
12/13/2017	503	Crabtree	\$ 120.00	Glenn Miller
12/13/2017	503	Hurley	\$ 50.00	Glenn Miller
12/13/2017	503	Puntureri	\$ 60.00	Glenn Miller
12/13/17	503	Bogard	\$ 60.00	Glenn Miller
12/13/2017	503	Kurtz	\$ 100.00	Glenn Miller

**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**ENTERTAINMENT-(CONTINUED)**

12/13/2017	503	Fetcho	\$ 60.00	Glenn Miller
12/13/2017	503	Smith	\$ 50.00	Glenn Miller
12/13/2017	503	Plahuta	\$ 100.00	Glenn Miller
12/13/2017	503	Wridt	\$ 60.00	Glenn Miller
12/13/2017	503	Bergia	\$ 100.00	Glenn Miller
12/13/2017	503	Dolce	\$ 100.00	Glenn Miller
12/13/2017	503	Cooney	\$ 80.00	Glenn Miller
12/13/2017	503	Noffsinger	\$ 40.00	Glenn Miller
12/13/2017	503	Liebman	\$ 20.00	Glenn Miller
12/13/2017	503	Sheth	\$ 20.00	Glenn Miller
12/13/2017	503	Cuerden	\$ 20.00	Glenn Miller
12/14/2017	504	Sutherland	\$ 98.00	NY Eve
12/14/2017	504	Krueger	\$ 50.00	Glenn Miller
12/14/2017	504	Mendez	\$ 30.00	Glenn Miller
12/14/2017	504	Ruggiero	\$ 50.00	Glenn Miller
12/14/2017	504	Jones	\$ 40.00	Glenn Miller
12/18/2017	506	Serencko	\$ 40.00	Glenn Miller
12/18/2017	506	Comstock	\$ 40.00	Glenn Miller
12/19/2017	507	Yeager	\$ 50.00	Glenn Miller
12/19/2017	507	Blakeman	\$ 60.00	Glenn Miller
12/19/2017	507	Tonon	\$ 20.00	Glenn Miller
12/20/2017	508	Blakeman	\$ 37.00	
12/20/2017	508	Talbott	\$ 60.00	Glenn Miller
12/20/2017	508	Ferraro	\$ 50.00	Glenn Miller
12/20/2017	508	Ferraro	\$ 69.00	Comedy
12/20/2017	508	Till	\$ 36.00	Comedy
12/20/2017	508	Sardina	\$ 54.00	Comedy
12/20/2017	508	Roy	\$ 72.00	Comedy
12/20/2017	508	Puntureri	\$ 36.00	Comedy
12/20/2017	508	Olney	\$ 36.00	Comedy
12/20/2017	508	Hurley	\$ 30.00	Comedy
12/20/2017	508	Bull	\$ 144.00	Comedy
12/20/2017	508	Tapper	\$ 36.00	Comedy
12/20/2017	508	Cooney	\$ 60.00	Comedy
12/20/2017	508	Plahuta	\$ 72.00	Comedy
12/20/2017	508	Plummer	\$ 72.00	Comedy
12/20/2017	508	Hoyt	\$ 36.00	Comedy
12/20/2017	508	Rossmann	\$ 36.00	Comedy
12/20/2017	508	Flaningam	\$ 72.00	Comedy
12/20/2017	508	Schwartz	\$ 30.00	Comedy
12/20/2017	508	Phone	\$ 36.00	Comedy
12/20/2017	508	Sheth	\$ 15.00	Comedy
12/20/2017	508	Phone	\$ 30.00	Comedy
12/20/2017	508	Baron	\$ 30.00	Comedy
12/20/2017	508		\$ 72.00	Comedy
12/20/2017	508	Talbott	\$ 30.00	Comedy
12/21/2017	509	Hurley	\$ 30.00	Comedy
12/21/2017	509	Farber	\$ 36.00	Comedy
12/21/2017	509	McKinley	\$ 98.00	NY Eve
12/22/2017	510	Miyauchi	\$ 100.00	Glenn Miller

**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**ENTERTAINMENT-(CONTINUED)**

12/22/2017	510	Hallfin	\$ 50.00	Glenn Miller
12/22/2017	510	Halde	\$ 98.00	NY Eve
			\$ 196.00	
12/22/2017	510	Benner	\$ 30.00	Joyce/Charles
12/22/2017	510	McGuire	\$ 36.00	Comedy
12/22/2017	510	Birnbaum	\$ 30.00	Joyce/Charles
12/27/2017	511	Blakeman	\$ 30.00	Joyce/Charles
12/27/2017	511	Weldon	\$ 37.00	Gate Opener
12/27/2017	511	Grebler	\$ 60.00	Joyce/Charles
12/28/2017	512	Barker	\$ 30.00	Comedy
12/28/2017	512	Lavigna	\$ 30.00	Comedy
12/28/2017	512	Phillips	\$ 96.00	NY Eve
12/28/2017	512	Klikas	\$ 49.00	NY Eve
12/29/2017	513	Boyle	\$ 30.00	Comedy
12/29/2017	513	Wendin	\$ 30.00	Comedy
12/29/2017	513	Mecsics	\$ 15.00	Joyce/Charles
12/29/2017	513	Pfahl	\$ 30.00	Joyce/Charles
12/29/2017	513	Rogers	\$ 40.00	
12/29/2017	513	Steele	\$ 50.00	Glenn Miller
12/29/2017	513	Wendin	\$ 40.00	Glenn Miller
<b>TOTAL</b>			<b>\$ 10,991.00</b>	

**RENTALS**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/15/2017	184	Prevention Plus	\$ 375.00	Rental & Flyers
12/15/2017	2055	Raymond James	\$ 1,350.00	Rental & Security Deposit
12/8/2017	2	Fuentes	\$ 1,000.00	Clubhouse Rental
12/8/2017	1137	Lake Ashton Bingo	\$ 1,200.00	Clubhouse Rental
12/8/2017	283888	Bond Clinic, P.A.	\$ 1,575.00	Clubhouse Rental
<b>TOTAL</b>			<b>\$ 5,500.00</b>	

**NEWSLETTER**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/15/2017	984420	BayCare Health System	\$ 1,250.00	LA Times Ad
12/15/2017	48667	United Refrigeration	\$ 250.00	LA Times Ad
12/15/2017	1101	United Sales Inc	\$ 200.00	LA Times Ad & Sponsor Fee
12/12/2017	502	Krigelski	\$ 2,052.00	LAT A+ Reality
12/22/2017	510	Janssen	\$ 175.00	LAT Adv. Jan. insert
<b>TOTAL</b>			<b>\$ 3,927.00</b>	

**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**CLERICAL**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>NAME</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
12/21/2017	Cash	Clerical	\$ 83.00	Faxes, Copies and Postage
<b>TOTAL</b>			<b>\$ 83.00</b>	

**DEPOSITS**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>NAME</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
12/15/2017	1136	Lake Wales Medical Staff Fund	\$ 500.00	Xmas Party Deposit & Security Fee
12/15/2017	293	Batson	\$ 1,250.00	Deposit
12/15/2017	2055	Raymond James	\$ 500.00	Rental & Security Deposit
12/1/2017	496	Hafner	\$ 500.00	Deposit
12/19/2017	507	DD & Sec	\$ 500.00	DD & Sec
<b>TOTAL</b>			<b>\$ 3,250.00</b>	

**LAKE ASHTON CDD**  
**DECEMBER 2017 CASH RECEIPTS**

**ENTRANCE GATE OPENERS**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/5/17	498	Kemp	\$ 37.00	Gate Opener
12/11/2017	501	Campbell	\$ 37.00	Gate Opener
12/15/2017	505	Delpiere	\$ 74.00	Gate Opener
12/21/2017	509	King	\$ 37.00	Main Entrance Gate Opener
<b>TOTAL</b>			<b>\$ 185.00</b>	

**RESTAURANT LEASE/SALES TAXES**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/15/2017	2085	Fire at Lake Ashton	\$ 1,070.00	Rent
<b>TOTAL</b>			<b>\$ 1,070.00</b>	

**SECURITY**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
12/15/2017	1136	Lake Wales Medical Staff Fund	\$ 275.00	Xmas Party Deposit & Security Fee
12/19/2017	507	DD & Sec	\$ 237.50	DD & Sec
<b>TOTAL</b>			<b>\$ 512.50</b>	

**MISCELLANEOUS**

DATE	DESCRIPTION	NAME	AMOUNT	DESCRIPTION
			\$ 700.00	MISC INCOME
<b>TOTAL</b>			<b>\$ 700.00</b>	

<b>TOTAL CASH RECEIPTS - DECEMBER 2017</b>	<b>\$ 26,218.50</b>
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<b>SUMMARY</b>	
ENTERTAINMENT	\$ 10,991.00
ROOM RENTALS	\$ 5,500.00
NEWSLETTER	\$ 3,927.00
CLERICAL	\$ 83.00
COFFEE	\$ -
DEPOSITS	\$ 3,250.00
DEPOSIT-RESTAURANT	\$ -
ENTRANCE GATE OPENER	\$ 185.00
RESTAURANT/SALES TAXES	\$ 1,070.00
SECURITY	\$ 512.50
MISCELLANEOUS	\$ 700.00
<b>TOTAL</b>	<b>\$ 26,218.50</b>

**Lake Ashton CDD**  
**Special Assessment Receipts**  
Fiscal Year Ending September 30, 2018

Date Received	Collection Period	O&M Receipts	Debt Svc Receipts	O&M Discounts/ Penalties	Debt Discounts/ Penalties	Commissions Paid	Net Amount Received	\$1,690,408.25 .36300.10100 General Fund 100.00%	\$456,180.85 2015-1 Debt Svc Fund 89.403%	\$54,072.40 2015-2 Debt Svc Fund 10.597%	\$510,253.25 Debt Total 100%
11/15/2017	10/1/17-10/31/17	\$ 8,572.05	\$ 3,275.20	\$ 342.89	\$ 131.00	\$ 227.46	\$ 11,145.90	\$ 8,054.44	\$ 2,763.85	\$ 327.61	\$ 3,091.46
11/17/2017	11/1/17-11/5/17	\$ 97,721.37	\$ 19,998.90	\$ 3,909.04	\$ 799.93	\$ 2,260.23	\$ 110,751.07	\$ 92,076.17	\$ 16,695.89	\$ 1,979.01	\$ 18,674.91
11/22/2017	6/1/17-10/31/17	\$ 25,975.57	\$ 8,283.96	\$ 1,347.60	\$ 422.59	\$ 649.79	\$ 31,839.55	\$ 24,128.85	\$ 6,893.59	\$ 817.12	\$ 7,710.71
12/5/2017	11/06/17-11/12/17	\$ 219,444.48	\$ 57,363.12	\$ 8,778.13	\$ 2,294.47	\$ 5,314.70	\$ 260,420.30	\$ 206,583.94	\$ 48,131.23	\$ 5,705.13	\$ 53,836.36
12/13/2017	11/13/17-11/22/17	\$ 500,607.72	\$ 140,899.37	\$ 20,025.12	\$ 5,635.81	\$ 12,316.92	\$ 603,529.24	\$ 471,121.52	\$ 118,376.24	\$ 14,031.47	\$ 132,407.71
12/20/2017	11/23/17-11/30/17	\$ 627,474.06	\$ 202,907.63	\$ 25,099.99	\$ 8,116.01	\$ 15,943.31	\$ 781,222.38	\$ 590,127.43	\$ 170,844.29	\$ 20,250.65	\$ 191,094.95
1/16/2018	12/01/17-12/31/17	\$ 78,946.69	\$ 25,853.31	\$ 2,372.64	\$ 783.21	\$ 2,032.88	\$ 99,611.27	\$ 75,012.52	\$ 21,991.98	\$ 2,606.77	\$ 24,598.75
		\$ 1,558,741.94	\$ 458,581.49	\$ 61,875.41	\$ 18,183.02	\$ 38,745.29	\$ 1,898,519.71	\$ 1,467,104.86	\$ 385,697.09	\$ 45,717.76	\$ 431,414.85
BALANCE REMAINING		\$131,666.31	\$51,671.76								

Date	CK#	2015-1	2015-2
12/13/2017	5798	\$ 192,860.82	\$ 22,860.34
		\$ 192,860.82	\$ 22,860.34

Due To DSF 2015-1	\$ 192,836.27	V# 429 001.300.20700.10200
Due to DSF 2015-2	\$ 22,857.42	V# 429 001.300.20700.10200

Gross Percent Collected	91.67%
Balance Due	\$183,338.07

**LAKE ASHTON**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
December 31, 2017

	<b>Major Funds</b>			<b>Total</b>
	<b>General</b>	<b>Debt Service</b>	<b>Capital Reserve</b>	<b>Governmental Funds</b>
<b><u>ASSETS:</u></b>				
Cash-Wells Fargo	\$1,493,881	---	\$5,665	\$1,499,546
Assessments Receivable	\$75,013	\$24,599	---	\$99,611
Due from Other Funds	\$4,570	\$106,300	---	\$110,870
Investment - State Board	\$147,656	---	---	\$147,656
Investment - State Board Capital Reserve	---	---	\$248,533	\$248,533
Investments:				
Series 2015				
Reserve A	---	\$240,750	---	\$240,750
Interest A	---	\$2	---	\$2
Revenue A	---	\$299,075	---	\$299,075
Prepayment A-1	---	\$20,042	---	\$20,042
Prepayment A-2	---	\$3,128	---	\$3,128
Prepaid Expenses	\$18,750	---	---	\$18,750
<b>TOTAL ASSETS</b>	<b>\$1,739,870</b>	<b>\$693,895</b>	<b>\$254,197</b>	<b>\$2,687,962</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$83,124	---	\$614	\$83,738
Due to Other Funds	\$106,300	---	\$4,570	\$110,870
Sales Tax Payable	\$140	---	---	\$140
Deposits-Restaurant	\$6,000	---	---	\$6,000
Deposits-Room Rentals	\$7,250	---	---	\$7,250
Deferred Revenue	\$7,000	---	---	\$7,000
<b>TOTAL LIABILITIES</b>	<b>\$209,814</b>	<b>\$0</b>	<b>\$5,184</b>	<b>\$214,998</b>
<b><u>FUND BALANCES:</u></b>				
Nonspendable:				
Deposits and prepaid items	\$18,750	---	---	\$18,750
Restricted:				
Debt Service	---	\$693,895	---	\$693,895
Assigned:				
Capital Reserve	---	---	\$249,013	\$249,013
Unassigned	\$1,511,306	---	---	\$1,511,306
<b>TOTAL FUND BALANCES</b>	<b>\$1,530,056</b>	<b>\$693,895</b>	<b>\$249,013</b>	<b>\$2,472,963</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$1,739,870</b>	<b>\$693,895</b>	<b>\$254,197</b>	<b>\$2,687,962</b>

# LAKE ASHTON

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending December 31, 2017

ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/17	ACTUAL THRU 12/31/17	VARIANCE
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#### REVENUES:

Special Assessments - Levy	\$1,572,079	\$1,467,105	\$1,467,105	\$0
Rental Income	\$50,000	\$12,500	\$14,425	\$1,925
Entertainment Fees	\$130,000	\$122,015	\$122,015	\$0
Newsletter Ad Revenue	\$55,000	\$36,753	\$36,753	\$0
Interest Income	\$1,000	\$250	\$710	\$459
Miscellaneous Income	\$5,000	\$1,250	\$4,261	\$3,011
Restaurant Lease	\$12,000	\$3,000	\$3,000	\$0
Insurance Proceeds	\$0	\$0	\$4,716	\$4,716

<b>TOTAL REVENUES</b>	<b>\$1,825,080</b>	<b>\$1,642,873</b>	<b>\$1,652,985</b>	<b>\$10,111</b>
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#### EXPENDITURES:

#### ADMINISTRATIVE:

Supervisor Fees	\$3,000	\$750	\$700	\$50
FICA Expense	\$230	\$57	\$54	\$4
Engineering	\$20,000	\$5,000	\$2,250	\$2,750
Arbitrage	\$1,200	\$300	\$0	\$300
Dissemination	\$1,000	\$250	\$250	\$0
Attorney	\$20,000	\$5,000	\$5,275	(\$275)
Annual Audit	\$4,123	\$1,031	\$0	\$1,031
Trustee Fees	\$4,310	\$1,078	\$0	\$1,078
Management Fees	\$58,482	\$14,621	\$14,621	\$0
Computer Time	\$1,000	\$250	\$250	\$0
Travel & Per Diem	\$0	\$0	\$100	(\$100)
Postage	\$2,500	\$625	\$1,476	(\$851)
Printing & Binding	\$1,600	\$400	\$364	\$36
Newsletter Printing	\$32,000	\$8,000	\$10,092	(\$2,092)
Rentals & Leases	\$5,000	\$1,250	\$1,216	\$34
Insurance	\$34,278	\$34,278	\$36,737	(\$2,459)
Legal Advertising	\$500	\$125	\$0	\$125
Other Current Charges	\$1,250	\$313	\$332	(\$20)
Property Taxes	\$12,000	\$12,000	\$12,408	(\$408)
Office Supplies	\$100	\$25	\$0	\$25
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

<b>TOTAL ADMINISTRATIVE</b>	<b>\$202,748</b>	<b>\$85,527</b>	<b>\$86,299</b>	<b>(\$772)</b>
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# LAKE ASHTON

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending December 31, 2017

ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/17	ACTUAL THRU 12/31/17	VARIANCE
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#### Field:

Field Management Services	\$322,330	\$86,781	\$91,967	(\$5,186)
Gate Attendants	\$209,457	\$52,364	\$52,785	(\$421)
Pool Attendants	\$12,495	\$3,124	\$257	\$2,867
Pest Control	\$1,750	\$438	\$120	\$318
Security/Fire Alarm/Gate Repairs	\$5,000	\$1,250	\$2,400	(\$1,150)
Telephone/Internet	\$13,600	\$3,400	\$3,715	(\$315)
Electric	\$216,000	\$54,000	\$54,095	(\$95)
Water	\$12,000	\$3,000	\$2,760	\$240
Gas	\$15,000	\$10,587	\$10,587	\$0
Refuse	\$10,500	\$2,625	\$1,609	\$1,016
Clubhouse Maintenance	\$105,000	\$26,250	\$29,776	(\$3,526)
Pool and Fountain Maintenance	\$20,000	\$5,000	\$4,893	\$108
Landscape Maintenance	\$176,007	\$44,002	\$43,575	\$427
Plant Replacement	\$7,000	\$1,750	\$765	\$985
Irrigation Repairs	\$7,500	\$1,875	\$0	\$1,875
Lake Maintenance	\$18,540	\$4,635	\$7,435	(\$2,800)
Wetland Mitigation and Maintenance	\$34,800	\$8,700	\$7,300	\$1,400
Permits/Inspections	\$2,160	\$540	\$0	\$540
Office Supplies/Printing/Binding	\$4,000	\$1,000	\$1,571	(\$571)
Operating Supplies	\$25,000	\$6,250	\$9,866	(\$3,616)
Credit Card Processing Fees	\$3,500	\$875	\$1,698	(\$823)
Dues & Subscriptions	\$8,500	\$2,125	\$651	\$1,474
Decorations	\$2,000	\$500	\$368	\$133
Special Events	\$130,000	\$32,500	\$15,447	\$17,053
Storm Damage	\$0	\$0	\$113,353	(\$113,353)
Traffic Accident Damage	\$0	\$0	\$4,716	(\$4,716)

<b>TOTAL FIELD</b>	<b>\$1,362,139</b>	<b>\$353,571</b>	<b>\$461,706</b>	<b>(\$108,136)</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$1,564,886</b>	<b>\$439,097</b>	<b>\$548,005</b>	<b>(\$108,908)</b>
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#### OTHER SOURCES AND USES

Capital Reserve-Transfer Out	(\$260,194)	\$0	\$0	\$0
<b>TOTAL OTHER SOURCES AND USES</b>	<b>(\$260,194)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>	<b>\$1,104,979</b>
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<b>FUND BALANCE - Beginning</b>	<b>\$0</b>	<b>\$425,077</b>
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<b>FUND BALANCE - Ending</b>	<b>\$0</b>	<b>\$1,530,056</b>
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<sup>(1)</sup> Assessments are shown net of Discounts and Collection Fees.

**LAKE ASHTON**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Capital Projects Reserve Fund**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending December 31, 2017

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/17	ACTUAL THRU 12/31/17	VARIANCE
<b>REVENUES:</b>				
Interest Income	\$100	\$25	\$870	\$845
Capital Reserve-Transfer In FY 18	\$260,194	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$260,294</b>	<b>\$25</b>	<b>\$870</b>	<b>\$845</b>
<b>EXPENDITURES:</b>				
Capital Projects:				
Restaurant Equipment	\$0	\$0	\$5,344	(\$5,344)
Ballroom Window Replacement	\$66,000	\$16,500	\$0	\$16,500
Bowling Alley Equipment & Scoreboards	\$25,000	\$6,250	\$0	\$6,250
Computer Allowance	\$5,000	\$1,250	\$0	\$1,250
Pool Fence Panel Refurbishment	\$16,000	\$4,000	\$0	\$4,000
Fitness Equipment	\$19,000	\$4,750	\$0	\$4,750
Fitness Center Restroom Refurbishment	\$0	\$0	\$2,542	(\$2,542)
HVAC Replacement	\$20,000	\$5,000	\$785	\$4,215
Landscape Refurbishment	\$10,100	\$2,525	\$0	\$2,525
Pavement Management-Parking lot Resurfacing/Striping	\$70,000	\$17,500	\$0	\$17,500
Pavement Management-2993 LF Gullane, Dornoch, Robellini	\$165,000	\$41,250	\$0	\$41,250
Pool Equipment	\$10,000	\$2,500	\$919	\$1,581
Restaurant Equipment Allowance	\$15,000	\$3,750	\$508	\$3,242
Stormwater System and Curb Repairs	\$25,000	\$22,080	\$22,080	\$0
Ticketing Software	\$10,000	\$2,500	\$0	\$2,500
Traffic Calming Speed Humps (2)	\$7,500	\$1,875	\$0	\$1,875
Other Current Charges	\$650	\$163	\$104	\$58
Capital Reserves	\$71,920	\$17,980	\$0	\$17,980
<b>TOTAL EXPENDITURES</b>	<b>\$536,170</b>	<b>\$149,872</b>	<b>\$32,282</b>	<b>\$117,590</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$275,876)</b>		<b>(\$31,413)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$275,876</b>		<b>\$280,425</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$249,013</b>	

**LAKE ASHTON**  
**COMMUNITY DEVELOPMENT DISTRICT**

**SERIES 2015**

**DEBT SERVICE FUND**

*Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending December 31, 2017*

ADOPTED BUDGET	PRORATED THRU 12/31/17	ACTUAL THRU 12/31/17	VARIANCE
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**REVENUES:**

Interest Income	\$0	\$0	\$120	\$120
Assessments - Levy	\$477,921	\$431,415	\$431,415	\$0
<b>TOTAL REVENUES</b>	<b>\$477,921</b>	<b>\$431,415</b>	<b>\$431,535</b>	<b>\$120</b>

**EXPENDITURES:**

**Series 2015A-1**

Interest - 11/01	\$111,625	\$111,625	\$111,625	\$0
Interest - 5/01	\$111,625	\$0	\$0	\$0
Principal - 5/01	\$205,000	\$0	\$0	\$0
Special Call - 11/01	\$25,000	\$25,000	\$55,000	(\$30,000)

**Series 2015A-2**

Interest - 11/01	\$15,125	\$15,125	\$15,125	\$0
Interest - 5/01	\$15,125	\$0	\$0	\$0
Principal - 5/01	\$20,000	\$0	\$0	\$0
Special Call - 11/01	\$0	\$0	\$5,000	(\$5,000)

<b>TOTAL EXPENDITURES</b>	<b>\$503,500</b>	<b>\$151,750</b>	<b>\$186,750</b>	<b>(\$35,000)</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$25,579)</b>	<b>\$244,785</b>		
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<b>FUND BALANCE - Beginning</b>	<b>\$165,434</b>	<b>\$449,110</b>		
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<b>FUND BALANCE - Ending</b>	<b>\$139,855</b>	<b>\$693,895</b>		
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**Lake Ashton  
Community Development District**

General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2018

	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	JUL 2018	AUG 2018	SEP 2018	TOTAL
<b>Revenues</b>													
Maintenance Assessments	\$0	\$1,392,092	\$75,013	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,467,105
Rental Income	\$5,450	\$3,475	\$5,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,425
Entertainment Fees	\$96,050	\$14,974	\$10,991	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122,015
Newsletter Ad Revenue	\$23,057	\$9,770	\$3,927	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,753
Interest Income	\$342	\$188	\$180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$710
Miscellaneous Income	\$1,911	\$870	\$1,481	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,261
Restaurant Lease	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Insurance Proceeds	\$0	\$4,716	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,716
<b>Total Revenues</b>	<b>\$127,809</b>	<b>\$1,427,084</b>	<b>\$98,091</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,652,985</b>
<b>ADMINISTRATIVE:</b>													
Supervisor Fees	\$250	\$250	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700
FICA Expense	\$19	\$19	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54
Engineering	\$900	\$1,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250
Attorney	\$1,714	\$2,156	\$1,405	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,275
Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,874	\$4,874	\$4,874	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,621
Computer Time	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250
Travel & Per Diem	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100
Postage	\$341	\$672	\$464	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,476
Printing & Binding	\$115	\$111	\$138	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$364
Newsletter Printing	\$3,200	\$3,571	\$3,321	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,092
Rentals & Leases	\$709	\$187	\$320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,216
Insurance	\$36,737	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,737
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges	\$81	\$186	\$66	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$332
Property Taxes	\$0	\$12,408	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,408
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$49,281</b>	<b>\$26,050</b>	<b>\$10,969</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$86,299</b>

**Lake Ashton  
Community Development District**

General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2018

	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	JUL 2018	AUG 2018	SEP 2018	TOTAL
<i>Field:</i>													
Field Management Services	\$28,939	\$25,690	\$37,338	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$91,967
Gate Attendants	\$17,756	\$17,290	\$17,739	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,785
Pool Attendants	\$0	\$0	\$257	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$257
Pest Control	\$0	\$120	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120
Security/Fire Alarm/Gate Repairs	\$1,153	\$1,079	\$168	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,400
Telephone/Internet	\$948	\$1,002	\$1,764	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,715
Electric	\$18,266	\$17,551	\$18,278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54,095
Water	\$814	\$976	\$970	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,760
Gas	\$4,522	\$2,478	\$3,588	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,587
Refuse	\$379	\$851	\$379	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,609
Clubhouse Maintenance	\$8,551	\$5,706	\$15,519	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,776
Pool and Fountain Maintenance	\$1,528	\$1,400	\$1,965	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,893
Landscape Maintenance	\$14,240	\$14,667	\$14,667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,575
Plant Replacement	\$0	\$765	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$765
Irrigation Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Maintenance	\$1,545	\$1,545	\$4,345	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,435
Wetland Mitigation and Maintenance	\$0	\$0	\$7,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,300
Permits/Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies/Printing/Binding	\$1,028	\$339	\$204	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,571
Operating Supplies	\$2,432	\$4,099	\$3,335	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,866
Credit Card Processing Fees	\$246	\$1,113	\$340	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,698
Dues & Subscriptions	\$219	\$234	\$198	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$651
Decorations	\$0	\$368	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$368
Special Events	\$982	\$4,665	\$9,799	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,447
Storm Damage	\$1,305	\$0	\$112,048	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$113,353
Traffic Accident Damage	\$0	\$4,716	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,716
<b>TOTAL FIELD</b>	<b>\$104,852</b>	<b>\$106,653</b>	<b>\$250,201</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$461,706</b>
<b>OTHER SOURCES AND USES</b>													
Capital Reserve-Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL OTHER SOURCES AND USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Operating Expenses</b>	<b>\$154,133</b>	<b>\$132,703</b>	<b>\$261,170</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$548,005</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$26,324)</b>	<b>\$1,294,381</b>	<b>(\$163,078)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,104,979</b>