

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

The regular meeting of the Board of Supervisors of the Lake Ashton Community Development District was held on Monday, January 11, 2021 at 9:30 a.m. at the Lake Ashton Clubhouse Ballroom, 4141 Ashton Club Drive, Lake Wales, FL.

Present and constituting a quorum were:

Robert "Bob" Plummer	Chairman
Mike Costello	Vice Chairman
Harry Krumrie	Assistant Secretary
Steve Realmuto	Assistant Secretary
Lloyd Howison	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Jan Carpenter	District Counsel
Molly Maggiano	District Counsel
Christine Wells	Community Director
Alan Rayl	District Engineer
Matt Fisher	Field Operations Manager
Jason Showe	GMS
Annie Toth	Metz Culinary Management

**FIRST ORDER OF BUSINESS**

**Roll Call and Pledge of Allegiance**

Ms. Burns called the meeting to order at 9:30 a.m., called the roll, and the pledge of allegiance was recited. Five supervisors were present at roll call.

**SECOND ORDER OF BUSINESS**

**Approval of Meeting Agenda**

Mr. Plummer: First item is the approval of the meeting agenda.

Ms. Burns: We have the request to add the approval of the three door cooler that Christine wanted to add under the Restaurant Report.

Mr. Plummer: Alright. With that motion, do we accept the meeting agenda as modified?

On MOTION by Mr. Realmuto, seconded by Mr. Krumrie, with all in favor, the Meeting Agenda as Amended to Add the 3-Door Cooler, as approved.

**FOURTH ORDER OF BUSINESS**

**Public Comments on Specific Items on the Agenda (*the District Manager will read any questions or comments received from members of the public in advance of the meeting*)**

Mr. Plummer: At this time we will take public comments. Do we have any?

Resident (Roger Hanson): I want to speak about gate security and I see it's on the agenda anyway. My thoughts are, within the last few Board meetings over the last past 10 to 15 year that I've brought this subject up. What the main subject was the gate security and the regards of people hitting the button when they are out on Thompson Road. They open the gate and they fly right through. Don't stop, don't do nothing, just keep right on going. I had a couple of remedies for it, and the past Boards didn't pay any attention or didn't want to mess with it. One of the requirements would be to have to get up close to the gate and trigger an alarm and then the button would work. None of the previous Boards did anything about it. So, I'm here to ask for your help there. Another item right along the same item is stop signs. A lot of stop signs throughout the community are a long ways from the actual end of the road. The past Boards said that the CDD can't do anything about it. It's the city. Well I found out not too long ago, that the city cannot do anything about the roads here in Lake Aston. They don't own them, they don't do anything with them. It's up to the CDD to do anything with the roads, stop signs or anything. I got that information from a person here in the room that knows about it. A good example of that is Gull Lane, the street I come out every day on. The stop sign is almost a car lengths distance from the actual crossing. So you have to stop, go another car length, stop and look for traffic. I don't think that's right. So I thought I'd bring that up to the Board and see what can be done about it. Thank you.

Mr. Plummer: Thank you, Roger. The security at the gate will touch on this as an agenda item, but let me touch on the stop sign issue because I had the same question myself, and so I did some investigation. The stop sign and the stop bars were placed within FDOT Florida transportation regulations and that's why they are where they are.

The CDD did not make a decision on those, those were placed by what FDOT had told us to do, and if you can add anything to that Alan, go right ahead.

Mr. Rayl: The original plans had signage and striping on them. It's the METCD that made our uniform traffic control devices as well, it regulates signs, sizes and locations of things. I haven't verified or reviewed any specific locations. I did note coming to the meeting this morning that one location where at Dunmore and Ashton Club seems like that stop mark is a little bit behind the intersection. They should have been designed and in accordance with that regulation, whether they were constructed that way I can't speak to.

Mr. Realmuto: With regard to the stop signs, I know Alan brought up the stop sign at the end of Ashton Club and Dunmore. There were similar complaints when the lines were first painted, and I think the points were actual made to the Chief of the Lake Wells Police Department and you will notice they were moved further forward. I guess it's probably still not far enough. I believe the Chief's answer to that was you are required to come to a full stop at the stop line, but's if it's not safe you should proceed slowly or stop again to where you can see oncoming traffic. I wonder if given the issues if we couldn't at least review them and see whether or not some of them could be moved up and still be in compliance with FDOT regulations. Would that be appropriate?

Mr. Plummer: Could you do that, Alan?

Mr. Rayl: Yes, we can.

Mr. Plummer: Alright, thank you. I have no additional comments here. Do you have any Jill?

Resident (Debbie Landgrebe): Good Morning. This is Debbie Landgrebe, Lot 71. Just some housekeeping. Jillian, we can't even hear you and you all are very muffled when you do speak. I don't know if there's anything you can do. Thank you.

Ms. Wells: We checked it all before hand. You just have to hold the mic right at your mouth when you guys talk. I checked it with Matt, we tested it with masks also. So just make sure that when you are holding the mike that you are holding.

Mr. Plummer: I'm sure the mask are causing an issue as well. We'll see if we can work with that a little bit.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes from the November 19, 2020 Board of Supervisors Meeting and the December 21, 2020 Board of Supervisors Meetings**

Mr. Plummer: Next on the agenda is consideration of minutes from both the November 19<sup>th</sup> meeting and the December 21<sup>st</sup> meeting of the Board of Supervisors. Are there any additions or corrections to the November 19<sup>th</sup> meeting?

Ms. Burns: Just for the record, I did receive several comments or corrections from Steve that are going to be incorporated into both sets of minutes for the signs that are administrative or minor, so we will just update those rather than go through all of them one by one. Unless anybody has anything else, we would be asking for a motion to approve as amended.

On MOTION by Mr. Realmuto, seconded by Mr. Krumrie, with all in favor, the Minutes of the November 19, 2020 Board of Supervisors Meeting as amended, was approved.

Mr. Plummer: Next is approval of the December 21<sup>st</sup> minutes.

Ms. Burns: Same was true here, we received comments from Steve as well that will be incorporated into the December 21<sup>st</sup> meeting minutes as well.

Mr. Plummer: As I understand that those are basically just verbiage changes.

Mr. Realmuto: Just a comment there, you ask if they were just minor typos and the vast majority are. Some of the Supervisor comments eluded to the wrong Supervisor. I've got a great deal of respect for the person who transcribes the minutes, they are not straight transcriptions. There's quite a bit that is omitted but it makes minutes much more readable. However there are a couple of places where substantial portions of the discussion were omitted and I put those back verbatim as corrections.

Ms. Burns: There was a note at the top of the minutes, if you remember back to the December meeting there were residents who were on the zoom line that said there were portions that they could not hear where the sound cut off. That was the same issue with the recording. They didn't pick a lot of it up, so there were a few areas that were missing so we did make a note that it seemed from the zoom recording, that they could

not pick up some of the conversation and sound through the microphones. So, that's likely why chunks may have been missing.

Mr. Realmuto: Perhaps, but I got it from the audio recording. So anything I put in, is there verbatim in the audio recording.

Mr. Plummer: Okay, do we have a motion on the 21<sup>st</sup> minutes?

On MOTION by Mr. Realmuto, seconded by Mr. Howison, with all in favor, the Minutes of the December 21, 2002 Board of Supervisor Meeting as amended, was approved.

**FIFTH ORDER OF BUSINESS**

**Restaurant Update – Ashton Tap & Grill**

Mr. Plummer: Next item on the agenda is the restaurant update. Good morning, Annie.

Ms. Toth: Good morning everybody. A few things we wanted to let you know, we added a few signs to go out to the patio and to the front doors, for the safety of the residents and the community. We had a couple of residents that had concerns with guests coming into the restaurant without masks on. So, we are taking more caution about that. We wanted to ask you for a 3 door cooler for our kitchen. The price will not exceed \$3,800.

Mr. Krumrie: Annie, you may want to explain why we need the 3 door cooler.

Ms. Toth: With all the events coming up, and with all the fresh produce and the meat we work with, we don't really have any frozen items in the kitchen. We simply don't have enough room to carry products. We also want to make sure we are up to the code and rules and regulations of the Health Department.

Mr. Krumrie: I think the current cooler is also filled up with beer coolers as well.

Ms. Toth: The way that kitchen is set up now, we have a cooler that has all the produce, the meat, and also the beer in it. It really is just a very small cooler. And then, I know you and I talked, we have a freezer that's a larger freezer that we really don't use as much. I think it has fries and a few other items like frozen drinks that we keep in our freezer. So, making a decision to buy a cooler is a great suggestion. Unless you can tell us otherwise and we are able to convert the freezer into a cooler, that would be an idea as well. I'm not sure that's something that we could do.

Mr. Realmuto: Is there a difference between a freezer and a cooler?

Mr. Plummer: The old restaurant basically had frozen food in it and now we are using fresh food. They are 2 different worlds, if you will.

Ms. Toth: We don't really have any frozen food. There's a lot of freezer that is not occupied enough, and maybe Matt can see if it can convert into a cooler. If it's not possible then we are asking to purchase a cooler that's a 3 door cooler for items to be kept.

Mr. Krumrie: The current freezer by the way is like 20 years old as well, right. So that's not really dependable as we go forward as well.

Ms. Toth: Yes. We actually have quotes in the work and we are trying to save money.

Mr. Costello: You know we've had quotes in the past and something always comes up. So many times it exceeds the amount of money that was allotted. We don't want to leave Harry standing there trying to make a decision for five people. When if we do it right in the beginning, we get the job done.

Ms. Toth: I appreciate it. We have quotes for \$2,800, \$3,200 and \$3,500. So, that's why we are asking for \$3800 and we will not exceed it.

Mr. Realmuto: I just want to be assured that we'll solicit and get multiple bids before actually making the purchase.

Mr. Krumrie: That's the protocol, to have 3 bids for every piece of equipment we buy.

Mr. Plummer: Any further discussion?

Mr. Realmuto: Just one quick question. Who will approve the final selection? Harry, would that be you?

Mr. Krumrie: No, Metz will approve the final selection.

Mr. Realmuto: So they'll be selecting a quote, even if there's a wide variation in prices? Like from \$2,200 to \$3,800?

Mr. Krumrie: Metz is going to pick out the best cooler. I don't know one from the other. They are in the industry, they should know.

Mr. Plummer: Any further discussion?

On MOTION by Mr. Krumrie, seconded by Mr. Costello, with all in favor, the Purchase of a 3 Door Cooler Not to Exceed \$3,800, was approved.

Ms. Toth: Thank you. I just wanted to say three more things and I think you will be very happy. Harry and I met on Saturday morning. Happy hour will go live today for the community. We are working on the online ordering. Online will go live as of February 1<sup>st</sup>. And delivery with a golf cart, that's in the works, the potential date we have is end of February. We still are working on the sign on the golf cart and making sure we have the hot dogs on it. But we have all these 3 things that are very exciting for the community. Any questions on any of the three items?

Mr. Plummer: Any questions for Annie? Thank you for working with the mask issue. Quite frankly, the restaurant seems to be doing well. Thank you very much.

Mr. Krumrie: Annie you want to comment about the attendance, the number of guests per day?

Ms. Toth: So, going back a couple of weeks. Last week we had 1,207 guests for the week. And then this last week, we had 1,166. So we are doing very well and we are in close proximity within about 50 guests. Our goal is really to get to 150 to 212 guests a day if we can. I know that future events, which we met about with Carolyn and Christine, will help us achieve the numbers. The goal is eventually to bring in outside business as well to bring some more to the bottom line.

Mr. Realmuto: That's great news on the number of guests and I assume that's the plated the budget refers to?

Ms. Toth: Yes, it is.

Mr. Realmuto: Harry, I believe the contract called for us getting monthly financial reports. I realize it hasn't even been a full month yet, I just wondered when we could expect to receive those. I would assume at the next Board meeting.

Mr. Krumrie: Yes, I would assume so as well.

Ms. Toth: Yes, indeed.

Mr. Costello: One other question, we had an issue with gas for cooking. Have we done something to where we are not going to have that problem again? Are we on an automatic refill system or what?

Ms. Toth: We are. Christine set us up for now once a week.

Mr. Costello: Good.

Ms. Toth: And come summer time when it's the slower times, we'll probably go to once month.

Mr. Costello: We are not making money when that restaurant is closed and I'm sure that you know that, so, I would like to make sure that we are going to have what we need to keep the doors open.

Ms. Toth: Absolutely.

Mr. Costello: Thank you.

Mr. Plummer: Any other questions for Annie? If not, thank you very much for your report, Annie.

Ms. Toth: Thank you.

Mr. Plummer: Also, under the Restaurant this is generally where we discuss any COVID issues that we feel that we need to talk about. Does anybody feel they would like to discuss?

Ms. Burns: I think we are going to have Samantha move that out as its own agenda item, because I think it's not generally specific to the restaurant. So I missed that, but we will make it its own agenda item going forward.

Mr. Plummer: Thank you very much.

#### **A. Discussion Regarding COVID-19 Procedures**

Mr. Realmuto: Just one item I had brought to me regarding COVID procedures. Everyone knows we require wearing masks in the building, unless you are actively eating or drinking. But recently, some residents have been concerned about the clear plastic face shields that are essentially open all around and whether or not really those should be considered a mask, since they really are not providing much protection in either direction. I wonder if we have a position on that, or a need to create one to make it clear of what's expected.

Mr. Plummer: Are those shields okay with the CDC? Is that a mask that is approved by them? That's a question, I have no idea myself.

I do see a few of those around, I don't see a lot of them, but I do see a few of them.



Mr. Realmuto: Yeah, we've had them here and at Monday coffee and even in the restaurant. I don't know the answer to that question but we should check and consider clarifying.

Ms. Carpenter: This is Jan, if I could just speak for a minute. I think you should put the sign that these are required but please just remember if you haven't seen the Governor's last order, I'll send you all a copy of that. So, we don't get into any issues if someone actually refuses. This kind of relates to that, so I'll shoot that again over to the Supervisors just for your information so you are reminded where we are on that. That's it, thanks.

Ms. Burns: I pulled up the CDC's website. And they have recommendations for masks that are at least two layers of fabric, cover your nose and mouth, and then they have special considerations. It says for facial shields, it's not recommended. Evaluations of face shields is ongoing, but the effectiveness of this is unknown at this time.

Mr. Realmuto: I mean that to me says just the requirement for fabric, there's no fabric in a plastic face shield. It says that's not what they are talking about. That's my interpretation. Do we want to put out guidance to refer to the CDC guidance on masks, and we could basically quote that? So that our residents understand what's expected. I think everyone wants to comply and keep their neighbors safe, but at this point they might not.

Mr. Plummer: I guess that I understand what you are saying, totally. But on the other hand, a face shield on you is better than nothing. So, if they opt not to wear the cloth one or nothing, the face shield would have been better than the bad side. I don't know if we want to start down that road if you will. Other thoughts?

Ms. Carpenter: I think that's a good position to have. It wouldn't hurt to put that statement out that this is the recommendation and to say that masks are preferred required. From an enforcement standpoint, it will be tough to enforce that. So if you want to put it out for information so people know who may not know, that's fine.

Mr. Plummer: Anything additional? Thank you Jan. The only thing under the COVID procedures that I would like to discuss is that we actively pursuing a vaccination site here in Lake Ashton. We have been in contact with both Walgreens and CVS, but to this point the retail stores have not been released any vaccines to them, so we are dealing

with the Health Department. The he Health Department has done it in other communities. We are presenting a plan to them, probably tomorrow. Or finishing it up in the morning. If that's correct, Christine. We'll have a plan to them on how to do that and then we will be at the mercy of the Health Department and their schedule as to if and when they get enough vaccines to do the number that we have. We did put out a survey that gives us an initial number of people that are interested. Christine, I think you have that up-to-date number?

Ms. Wells: Yes, it was 1,621 that are over the age of 65 that are interested in receiving the vaccine.

Mr. Plummer: We also are actively encouraging those persons that don't want to wait for that timeline to get vaccines in other places. That's not a deterrent to us at all. That's positive to the community. Obviously, if we get into an area of 1,600 vaccines, that's several days that's not just a day. So, it would be nice to see that number come down and based upon people getting vaccines in other locations, we do encourage that as well. Christine, do you have anything to add to that?

Ms. Wells: No, I think you hit everything on the head.

Mr. Plummer: As soon as we have a completed plan, we'll start to release that more. It's kind of fluid right now, so anything we would give out right now is a plan and it could obviously change in the next 20 minutes, so. Anybody else on COVID or the vaccines? If not, moving on.

## **SIXTH ORDER OF BUSINESS**

### **Unfinished Business**

Mr. Plummer: Anybody have any unfinished business? Hearing none, the next item followed.

## **SEVENTH ORDER OF BUSINESS**

### **New Business/Supervisors Requests**

#### **A. Ratification Discussion Regarding Focus 2025 – A Comprehensive Plan for the Whole Community**

Mr. Realmuto: I thought I'd answer a few basic question about Focus 2025. Most residents and Supervisors that have been around for a while might recall a similar effort that was done by CDD II, our friends over in Winter Haven. This is an essentially a similar effort, but it's intended to be a joint effort community wide that the entire community will

have input to and benefit from. In a nutshell, Focus 2025 is intended to be an independent effort by Lake Ashton residents from both Lake Whales and Winter Haven to identify the needs and desires of the community, now and in the future. The reason that word independent is there is wanted to be clear, I believe it's necessary for compliance with the Sunshine Laws that it's not CDD chartered committee or effort, it's really a group of residents getting together to gather and provide information to the Supervisors. You will see that on the next page where we talk about what the Focus 2025 will do. It really can be rolled up into 3 major phases. First would be to review the current facilities and programs to identify those that are desired but not currently offered. This is essentially brainstorming. Then perhaps putting those as questions in the survey to get community-wide feedback. That leads us to the second phase which would be conducting a community wide survey to solicit all residents feedback on both existing and potential future activities. And finally, to provide an analysis of the survey results to the CDD Board of Supervisors for both Districts, to aid us in future decision making. As I said, it is intended to be a joint effort and I think by conducting it jointly, the data we get back from the entire community will enable us to make better decisions. This is essentially the launch of that. One of the reasons I wanted it on the agenda was to publicize it. We do need your help. We'll need a small group of dedicated residents to actually do those things to provide the information to do the survey and do an analysis that will be presented to the Supervisors. I'm working with my counterpart over in the Winter Haven CDD, Bob Zelazny. I believe they have already put out a poll for volunteers. So we are a little later in getting to it. Folks can either contact me, especially the Lake Whales folks. Or you can stop by the desk and give them your name and I'm sure they will pass it along to me, or Bob Zelazny, in Winter Haven. The other reason for being on the agenda is to kind of get Supervisor feedback on what they would find most useful in terms of what this committee does. Just generally to get feedback, since I don't believe more than one of us will be able to be at one of the meetings that have never set up for that committee. So this is one opportunity but I'd welcome it at every meeting.

Mr. Plummer: Thanks Steve for that report.

Ms. Carpenter: Bob, this is Jan Carpenter, if I may. Steve and I talked very briefly about this early on and just to make it clear that this is not a committee of the District,

because it looks like the two contacts are the two CDD Board members, it appears that this is a committee of the District. This is not. Steve and Bob are going to be gathering people from all over the community to get information. Just to make sure everyone knows that, because it's not sanctioned. If it is a committee of the District, we would need to have Sunshine Law, we have a number of other things that would have to be satisfied for meetings. Steve, I believe you are going to be talking with the HOA and other groups for input. It's not simply the CDDs. I just wanted to confirm that would still be the place where you are with this.

Mr. Realmuto: Yes. Essentially Bob and I are trying to launch this and get the community members started. As I said, it's a group of independent residents essentially.

Ms. Carpenter: Okay, perfect. So this is really a request for folks to participate and get information, but it's not a CDD committee and the results will be given to the HOA and the public at large, not just the CDD for future work.

Mr. Realmuto: Yes.

Mr. Plummer: Thanks Jan for that input. Any Board members have anything they would like to add to Steve?

Mr. Howison: Just a couple of questions. What size committee are you looking for or are you expecting?

Mr. Realmuto: There's a desire to have, you know, representation clearly from the residents of both Lake Whales and Winter Haven. But to keep the numbers manageable so the group could make progress. So, I think we envision half dozen or so, no more than a half dozen or so from each community. That would be a group of about a dozen, which is roughly the same size as the recent CC&R committees, and they seem to still, at that size, be able to maintain their effectiveness and get things done. But I want to emphasize that those are just the folks that are doing the actual work. Again, the goal is to solicit feedback from all residents and there will be open ended questions. So, anyone in the community is going to be encouraged to provide their feedback, which will be included in the analysis. But to answer your question, I'd say roughly six or so from each side and so that would be a total of around 12.

Mr. Howison: And what kind of time frame do you envision before let's say a survey would be put forward?

Mr. Realmuto: This is also something Bob and I have discussed and it's really not up to us to determine the schedule, it will be up to the group. But my understanding is Bob has a preference for getting the survey out and the results back so that the deadline for the survey being before the end of March so that we are doing it while the maximum number of residents are actually here in Lake Ashton. Because even given current conditions we do have people that travel and leave. So the idea, is to complete the survey itself by the end of March, which would mean we would have to get it out about a month before that. So, it is on a pretty tight schedule, the analysis will take a little bit longer, there's a lot of work there that we do. If you look at the 2020 survey that was done about 3 or 4 years ago, they did a great job analyzing the data, presenting it in graphs to help break it down. So that might take another month or two, I would say May or so. It may be June before we actually see the written results. In the past, they have produced an internal report too, so we knew how things were going.

Mr. Plummer: Any other questions? If not, thanks for that report Steve and we will look forward to the finished product or the work in progress, whichever the case may be.

Mr. Realmuto: My pleasure.

#### **B. Discussion Regarding Gate Security and Safety *(Requested by Supervisor Realmuto)***

Mr. Plummer: Moving to the next item on the agenda, discussion of gate security. I think Steve you asked for that to be on there?

Mr. Realmuto: I did ask for it to be added to the agenda. I did that in light of the recent security issue we had with the FedEx package. I'm sure most folks know what I'm referring too. I saw this as an opportunity for residents to provide their comments, as you can see we did here from Roger. I was hoping Bob you might have an update for us, not on specific details that might jeopardize security, but to let us know perhaps potential action that you are taking or looking into with your counterpart in the West as to what we are doing in terms of security. One issue that several residents brought up is, we have two gates each of them in a different CDD and that chain is only as strong as the weakest link. So, I was hoping to hear from you, and if you don't care I had a few ideas that were brought up to me I'd like to discuss in generalities at least and encourage others to get in

touch with you as the Supervisor responsible of safety and security if they had any more specific concerns or suggestions such as Roger did.

Mr. Plummer: First of all, Jim Mecsics is the Security community person on the West. We talk about security a lot. I hate to say it, but it's probably a couple of times a week we discuss some faction of security or an issue that's occurred or whatever. We have always tried to stay on the edge of changing and moving in directions that benefit the residents and help the security of the gate. In regards to the case that you talked about with the FedEx truck and the theft of packages in that regard and the way that person entered the community, we have changed some operational things at the gate that obviously I will not discuss here to what they are, to try to eliminate that type of a situation happening again. It was a procedural issue for us to change to do that. We've instituted that and put it in place and are doing that at this particular time. We are constantly looking at different things at the gates and trying to decide what would be best. I appreciate Roger's comments this morning. We've seen forever the people pushing the button on the road and then racing through the gate is an issue. It's not so much the speed, it's not so much that, but we've lost the gate arms several times because of that as well. It's people that don't understand that that gate is only up about 3 seconds once that hits the topside before it cycles down and if they push it too far out it's coming down before they get through. So, that is also an issue we are dealing with and we have talked about different things, not exactly what Roger talked about, but things that are like that before. At some points, there's more interest in one side or the other to that. We want to make sure that we are compatible. We don't want two different styles because people use both gates. If your entry points aren't the same, then all of a sudden you have to have two sets of equipment, or whatever, to go with it. So, we are always working on that. I'd be interested to what else you have there to say, or anybody else. That's kind of it in a nut shell, that we're talking about security all the time.

Mr. Krumrie: I have a question. In regards to the cap program, did we ever get a report back in terms of how effective that was?

Mr. Plummer: We don't get an official report from them. Typically, the cap program Director and his name escapes me at the minute. His name is Mike something, I can't remember his last name. But Mike used to give Monday morning updates once in a while

at Monday Morning Coffee. Obviously, that's not happened now for a while. So that might be something Christine to put down for future meetings as an update. But we do not get an official report form there. You have to understand that the CAP program, and that's the car that drives around with the lights going on that usually has one or two people in the vehicle. They are a system that is looking at issues and if they see anything they contact the 911 center and ask for law enforcement if it requires that. They don't get out of the car and handle anything. There are a set of eyes, and they've been trained what to look for and then notify the proper authorities. So CAP doesn't necessarily mitigate any issues, they may call them in to be handled but they do not mitigate themselves.

Mr. Realmuto: I do have some suggestions though. I think I understand we can discuss those, that's an exception to the Sunshine Law, is that right? The very specific questions I have might be more appropriate not to record in the minutes.

Mr. Plummer: Well you don't want to talk about specific security issues in this format that would allow information to fall into the wrong set of hands, if you will. Or just even into a situation where it's openly discussed. I think that there's a better platform to do that than in a meeting that everybody's listening to.

Mr. Realmuto: What would that other platform be Jill?

Ms. Burns: If you are talking about security camera locations, if you are going to talk about patrol hours of when people might be patrolling versus when they may not be patrolling, etc., the Board can have a separate security session where it's closed to the public where those items are discussed. Obviously, you don't want that advertised. There are certain exemptions for public records for security contracts. So, if we wanted to have that discussion we could pursue advertising. Generally, if we know it's going to be part of the discussion, we try to include that in the meeting ad for the meeting that at the end of the meeting, that there will be a closed security session where those items are discussed.

Ms. Carpenter: Jill, that should definitely be in the ad and this might be something that coordinates with a joint meeting if we have one so both Boards are talking about the same issues. It may not be, depending on what the issues are that you all are worried about, but it is something to think about if it's monitoring the entry and the gates and that type of information.

Ms. Burns: If you are talking about moving from you know from the clickers to a cart, that'd s not something that would necessarily need to be in a closed session, it doesn't have to do with security. If you are talking about other things like patrol hours and things like that, that's probably a closed session:

Ms. Carpenter: The exclusion was added to the Sunshine Law basically to protect folks from putting out information their security systems, where bad actors could get that information easily. The intent is anything that would allow someone to get around the system or know more about the system than they should for security purposes.

Mr. Realmuto: Okay, in that case I'll defer any specific procedural discussion or ideas perhaps until we have that session sometime in the future. While I do agree it will need to be addressed at a joint meeting, I think we need to discuss it here first. Perhaps at a meeting that's being held in conjunction with a joint meeting. I guess I would like to see that on the agenda, perhaps for the next meeting where there is a joint meeting. I understand this Friday's has been cancelled. That came as a little bit of a surprise to me, but perhaps we can consider putting it on the agenda there. Also I just want to talk in general about the issue, because it is a concern among many residents. Tailgating has been an issue as you heard, forever. Apparently it's an issue not just on the one side of the resident gate or the guest gate. It's an issue on both. I think you get the answers to those might be different, but I do want to say that there are some ideas, that I believe also Roger had spoken to me about. Basically some device that would essentially not allow you to press the button and open the gate. I'm drifting into areas I probably shouldn't so I'll just say that the other thing in general that I think residents are concerned about. First of all, we need to get serious about security. The guards need to just be aware that we are much more serious about it and so, the procedures to need to change. But also we've lost control because of the clickers. There are many clickers out there, it's not just residents that have them. They've asked me about other systems, we might use to maintain control. I know in the past we've talked about bar codes systems. From what I understand there are also options with regards to license plates readers that might be lower costs or certainly lower costs long term than the bar codes because they would need to be replaced. So at this stage, Bob, I wonder if you just couldn't feel out your counterpart on the other side, because these things would need to be done jointly and



perhaps do a little research and let us know what's possible and then when we get there what it might cost and bring that back to the board.

Mr. Plummer: I definitely will do that. Approximately a year ago we went through looking at in a complete electronic system at the gate and we found some issues in that, that we didn't particular care for at the time. But with electronics stuff that is always changing. Jim and I will discuss it and we'll see what we can come up with and then either make a presentation or bring it to a joint meeting for discussion one or the other. Thanks for bringing that up, and we will work on that as well. Anybody else have anything else under that information? If not we will move along.

### **C. Consideration of Resolution 2021-04 Ratifying and Approving District Enrollment in E-Verify System – ADDED**

Mr. Plummer: Who wants to tackle the explanation on that?

Ms. Carpenter: I guess I can do that for everyone, if you can hear me well. The legislature passed in July a new bill for the state of Florida. It went into effect on January 1<sup>st</sup>. The system requires all governments in the state of Florida to enroll in E-Verify System. The E-Verify System was set up by the department of Homeland Security to require for federal contractors and many businesses compliance with the I-9 Immigration status of any employees. So what this means for the District is, we have to in Florida now, enroll in that system as a government. For all employees hired by the District on and after January 21<sup>st</sup>, they have to be processed through this system. The system does a matching of I-9 information to Social Security numbers. It's a pretty advanced system and has a lot of information. It also allows government officials from now the State Department of Economic Opportunity as well as certain federal government folks to come in and ask any government for that information about employees at any time. It's a very broad statute and the Governor has adopted it for government businesses. From the CDD's standpoint, we don't have employees, most of them are employees of contractors. The actual enrollment is not a difficult process. It's a computer system that is somewhat user friendly, even though it is large and a bit cumbersome. The tough part to the District is that all contractors and then their sub-contractors have to comply with E-Verify. Going forward every contract the District has, has to include requirements for the E-Verify System enrollment and has to make sure that the contractor has their sub-contractors also enroll

in E-Verify. It's a difficult statute. We've come up with some language, I think we sent one of the early memos that we sent to the Manager was some proposed language. We are tweaking that here and there, but it was given as an example of the type of language that needs to go into the system. It also requires, if the District has knowledge that a sub-contractor is using an employee who is not quality under the immigration status that the contractor be notified if it's a sub-contractor and that the sub-contractor take immediate action. So, there is a burden on the District to make sure that if we find out something that someone is not in compliance, that we notify that party and they take certain actions. In order to get the system up and running and make sure the District is enrolled we put together this resolution and what it does is it authorizes the District to enroll in the system, and it ratifies the District Manager for signing the required Memorandum of Understanding. That is the agreement that is signed to say yes, we are enrolling and we understand we are working with the federal government on the program. It also gives authorization and ratification to the Manager going forward to have their staff make sure they, if there are employees, to complete compliance, make sure all the contracts are in good shape, and have the required language. So, the purpose of this is to ratify actions that have gone on before since we have had a meeting on the first of the year, and also to provide the District Manager with authorization to go forward and the Chair and Vice Chair to sign documents as needed. So, that is the overview in five minutes or less. Anyone have any questions about it?

Mr. Krumrie: Jan, I have a question.

Ms. Carpenter: Sure.

Mr. Krumrie: Is somebody going to go through the various contracts that we have and identify who needs this information?

Ms. Carpenter: It's a going forward, so any contract entered into after the first of the year.

Mr. Krumrie: Okay.

Ms. Carpenter: So we have to make sure when we go out for bids or proposals that we include the information, that yes, you are going to have to make sure that you are compliant, because we will have to put that in contracts. So, the purchase of equipment, it should be fine. But if they are using any services and have employees who are going

to do work on behalf of the District, we need to make sure that we have the required language. So, for all the folks that look for bids and all, make sure you have a statement on an email, or included in the proposal request the language that compliance will be required. The biggest part is probably going to be all the annual updates. When we do all our contract that have annual renewals, just making sure everyone's in compliance. So far, most of the large contractors seem to already be enrolled as they have had any federal government contracts they are already enrolled. Or they understand that they need to get enrolled quickly. So, we are hoping it's not going to be as big of an issue as it seems to be, but it is going to be tough for the smaller contractors that aren't aware of the requirement.

Mr. Plummer: Any other questions for Jan? I assume we need a vote on the resolution?

Ms. Carpenter: Yes.

On MOTION by Mr. Costello seconded by Mr. Howison, with all in favor, Resolution 2021-04 District Enrollment in the E-Verify System, was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Monthly Reports**

#### **A. Attorney**

Ms. Carpenter: That was really the biggest thing for the year. The month coming ahead is getting this together and making sure we have the language in the contracts that were coming up in the bids. I think that's pretty much what we've been working on. We finished up the agreement for golf carts for the Lake Ashton golf cart. I think that's really it for major issues. It's luckily not been too busy.

Mr. Plummer: Questions for Jan?

Mr. Realmuto: Yes, I believe there were what 2 items that required follow up. I believe at the last meeting you said you would follow up on the issue with regard to consideration the restaurant the same as our other rooms or facilities here and us being able to treat it similarly to the bowling alley or library. What do you have to tell us about that?

Ms. Carpenter: I did a little research on that; I wasn't sure if the Board wanted that report or not. As I expressed at the last meeting, it's difficult to treat a restaurant differently at this point. If the Board decided they wanted the restaurant to be something that you had to pay the District fee and be an authorized District amenity user, that would take a public hearing. We would have to change the rule to require that. And then, we would have to announce that and hold a public hearing more than 30 days after the advertising, and have the Board adopt that. The concern I have, and I think I expressed it briefly at the last meeting, is that the Governors order for the Stage 3 reopening for COVID, is very short, but it's fairly explicit that restaurants need to be open as much as possible, and if they don't have 100% compacity, or they don't get to 50% indoor compacity, they have to have good reasons and explain why. The whole point of Stage 3 is the right to work, and that no COVID emergency, ordinance, or provision is going to prevent someone from working and operating a business and that no fines or penalties can be enforced. I think the concern is that if this is adopted purely for COVID reasons and it is going to be undone down the road. That is could be looked at as a COVID measure to keep people out of restaurants for COVID purposes. I don't know the number of outside users or what that does to the income of the restaurant, I think that's probably something that would need to be looked at.

Mr. Krumrie: Jan, are you saying then that the restaurant then needs to accept patrons from the outside?

Ms. Carpenter: That's the way that it has been run I think since the opening and currently the amenity policy does not include the restaurant in the amenities for which one would have to pay a fee. It has been open to the public. So, if that is going to be a change and it's only open to Lake Ashton CDD folks, there would need to be a change in the outside user rule. It would have to be something that's being done for all purposes, not simply for COVID for the next foreseeable couple of months.

Mr. Realmuto: I think what we are trying to do here is explore what our options are. Certainly, we've had interest other than strictly COVID. Although that is one of the predominant ones at this time. Assuming the restaurant does become financially successful and viable going forward with just the patronage of our own residents, I think residents would prefer to have that opportunity and not be told we are full, sorry you can't

book a reservation because this large party completely unrelated to Lake Ashton, has booked a table for New Year's Eve. When we say that the restaurant has always allowed outside patrons, we haven't had a restaurant here. What we've done is lease the restaurant space to other restaurants. I believe that's the fundamental difference. I understand that we might need to make changes to some of our amenity policies to include it now that it is an amenity, but the fact is it is currently an amenity that is being subsidized by our CDD. I guess I would look to the attorney to come back and tell us exactly what we need to do. I don't believe it's any different as I've said before, about some of the other amenities. We have to allow access to those too, but the mechanism we use to allow that access is to require them to pay a fee. Then they get access of all of those amenities. To date, that's never been taken advantage of. So essentially, what I'm suggesting is that you come to us with a proposal on what we have to do to add the restaurant to that list of amenities that's included in that fee. It would still be available to outside of Lake Ashton, if they paid that fee. Just as is true, again, with the other amenities.

Mr. Krumrie: Do you want to put that into a motion?

Mr. Costello: In order to keep our liquor license, we would have to allow people from the outside to come in. There are problems there also.

Mr. Realmuto: Is that true Jan?

Ms. Carpenter: I don't know that. I'm not sure how the license is and that would be something we would have to get with Metz to talk about. Steve, the process is not difficult. It would be an amendment to the rule that sets the amenity fee, and it would add the restaurant as one of the amenities. Then the manager would have to go through to see if the fee needs to be adjusted at all. And that would come back before the Board next month, if the Board approved it, they would set a hearing that would take minimum 30 days, usually it's two meetings to hold the public hearing to get input and then the Board could adopt the fee or change the rule however they choose to.

Mr. Krumrie: Could we mut that in a motion, please?

Mr. Realmuto: Well, right now I still see there's a motion for Jan to come back and answer the legal question. Mike has raised the issue about whether the fact that it has a

liquor license would even allow us to do that. Before another motion, I guess I would like to get the answer to that legal question and take it from there. That would be my thought.

Mr. Costello: There's another legal question here, now that we run the restaurant and we did not anticipate it being profitable in the beginning, can we get a tax abatement as to what we are paying for the property tax on that?

Ms. Carpenter: I don't think that would be impacted.

Mr. Costello: See I thought in the past we were told that the reason that we pay, I think it's \$13,000 a year, on that room due to the fact that we rent it out and it's quote on quote a money maker. We don't anticipate making money on this I don't think. As a matter of fact everything I've seen, we are looking at losses and if we can recoup \$13,000, let's do it.

Ms. Burns: I think the issue before with the tax exempt, on the application one of the questions it asked was if any of the property is leased. I think it's not necessarily the profitability, it's the fact that it's under a lease agreement.

Mr. Costello: Well it's not only leased. That's what I mean, we should be looking at getting the \$13,000 on the tax bill. I mean that's strategy. That's over \$1,000 a month.

Mr. Realmuto: Jills says she doing that and submitting the application by March. That's on the table.

Ms. Burns: It's an annual, you can't apply for it through the year. It's annual and that deadline is coming up March 1<sup>st</sup> so that application is done in February.

Mr. Costello: So we can look forward to it maybe being taken off that tax bill.

Ms. Burns: It's entirely up to the property appraiser.

Mr. Realmuto: Just to be clear, that's somewhat of a separate issue but I would think our case would only be helped by it being an amenity. It certainly wouldn't be hurt by it being an amenity available to Lake Ashton residents. Is that right, Jill?

Ms. Carpenter: Yes. That's correct.

Mr. Realmuto: Thank you Jan.

Ms. Carpenter: I don't think it will hurt. It was because it was leased to a private entity, a for profit entity.

Mr. Plummer: One thing I would like to add to that whole discussion is, is even if you put under the amenities it still does not cause any resident not to be able to bring a

guest or guests to the restaurant. If a particular individual wanted to bring some associates or whatever to a function or a private little session with 10-12 people, it still could be accomplished with 11 of them being from the outside.

Mr. Realmuto: Absolutely, I believe we said that last time. I even encouraged it.

Mr. Plummer: I want to make sure that's still on record that we are not doing anything that would not allow guests to come and use the restaurant as long as they are accompanied by a resident.

Ms. Burns: Just to be clear, are we adding that to the next agenda?

Mr. Realmuto: I really just want an answer to the liquor license questions. That's put that one to bed one way or the other.

Ms. Carpenter: Okay, got it.

Mr. Plummer: If Jan can put that back under her report in the February meeting, I think that will suffice that.

Ms. Carpenter: I will do that.

Mr. Realmuto: One other question for Jan. Perhaps you can bring us up to date with any progress that's been made on the Vernick lake level issue.

Ms. Carpenter: We spoke with Lake Ashton II counsel, and I think you all know that we thought we had a settlement and we didn't. Alan, the engineer, is trying to get some information for us about damages and potential damages so we have the dollar amounts and some claims to be able to make a plea back to him and also to a ledge that then the District has occurred rather than just saying some vague numbers. So as soon as that information comes across we are going to get Lake Ashton II's counsel to get additional information to Mr. Vernick.

Mr. Realmuto: Thank you for that update Jan.

Mr. Plummer: Alright Jan, thank you for your report. Moving forward the next item on the agenda is the Community Director's Report.

## **B. Lake Ashton Community Director**

Ms. Wells: Good morning. The Community Director Project Tracking was what was included in the agenda packet. I'm just going to hit on a couple of things and then as always if you have any questions please let me know. The first thing that I wanted to touch

on was the featured shows that were advertised. We've gotten a lot of really good feedback from that. We have a good plan in place to stay within the COVID restrictions. The two shows that we are watching very closely are our entertainment series shows. I did receive an email from the agent and in regards to the March 4<sup>th</sup> show, that may be up in the air where we may need to reschedule that. So, I'll keep residents posted and Supervisors posted, so that you know more about that. Next, I included the screen shot of the Ashton Tap and Grill website. I just wanted to mention that did go live. And there was an email that went out from Ashton Tap and Grill to have access to that. And there's links to menus on there, catering menus and such. We are working with them for a plan on how to advertise catering for the restaurant for our events and ball room. Also, Annie is now set up to send emails on Constant Contact and emails you've been receiving are coming from them. I think she's been doing a good job with that, we are still doing some training on that. We also had weekly meetings. I'm meeting with Annie weekly on Tuesdays. We are working together on a dinner show series for starting February, March, and April. Newsletter ad revenues are there, it was \$7,015 for the January issue. The February issue will be distributed on February 1<sup>st</sup> after Monday Coffee and the other deadline is this Wednesday, the 13<sup>th</sup>. The last one, I'm happy to say this today the bowling alley is open. There are just a couple of minor issues that we are working on that is not going to inhibit play for the majority of the lanes. The scoring board, we had to get both boards, the motherboard of the actual panel, replaced. One of them came broken. So three lanes are working and one lane is down due to scoring. He did mention to me last Friday that he checked and the parts are in the mail. As soon as they get here, he'll be re-installing that. There are a couple minor things that we are working on with the contractor. Just carpet issues and very, very, minor issues so we were able to open up the bowling alley today. Sheila made contact with all of the facilitators at bowling works to let them know. Mondays are open bowling, so we should start league play tomorrow or Wednesday, and they all have been notified. Then two, the project tracking list, the fitness center restrooms. The ladies room is ready to go, it's been open since last week. The men's room we are just waiting for a vanity to arrive. When we installed the countertop the vanity broke. When we took it down we could tell it's made from very cheap particle board, so it needed to be replaced. We are waiting for the vanity to arrive, we'll



install the countertops, the countertop is already cut and ready to go, and install the hands free faucets. It should be by the end of this week when we can open that one up, it's just depending on when the cabinet installer can come to do that. That takes care of most of that. We have made contact about painting the foyer and main hallway. We are working on picking paint color and then we'll get that scheduled. They do know that it was approved and as soon as we have that paint color, we will move forward with that. I did want to give an update on a project that was completed. The outdoor pool heater, the water bypass valve was replaced on December 1<sup>st</sup>. I didn't let anyone know right away just because there were so many times where we thought we fixed it. This seem to be the fix and we haven't had any issues with the heaters so far. It was a warranty repair, so there was no cost to the District with that. The heater is working properly if anyone would like to go out to the pool. The annuals that are going to be installed at the main entrance, I just received an update from Dana with Yellowstone, he's working to get them installed this Thursday. He did come out and take pictures of the Boulevard and main entrance to put together a plan for the Boulevard and the main entrance refurbishment. It seems like there may be minor things to do with the front entrance, and then a few more major things to do with the Boulevard but we should have that report for the February meeting. The grass harp I do have one here, but I gave you guys an update last time when those were installed. We are working with Annie on figuring out what we are going to do with the awning on the back. Harry and I talked about just installing some temporary options right now. The horseshoe bar, there's a portion of it that does not shield you from sun, rain, anything. We are working on that project so we should have something in the February, March agenda for something more permanent, based on recommendations from Metz. That's all I have if anyone has any questions.

Mr. Krumrie: I have a couple of quick questions. One is on your project list; you list the budget. I assume that the final cost was the budgeted amount? Or do we ever have any differences, maybe suggesting that you might want to add a column for actual final cost or something?

Ms. Wells: That's actually a great idea, I can definitely do that. The line item for budget is the amount that the Board had approved for that specific project but that's a great idea, I can definitely add that moving forward.

Mr. Krumrie: Maybe squeeze it on another column or something.

Ms. Wells: Yes, I think that's a great idea.

Mr. Krumrie: Also, do you want to say something about the additional phone line for the restaurant?

Ms. Well: Yes, Annie and I touched on that briefly. I had asked her if there are two lines going in there on the one phone. I think that they were not aware of that. So, I told her just to see if that works now that they know there are two lines. If not, we discussed an option similar to what's at the activity desk, where there are two phones that ring for one phone number. So, it would ring the restaurant number and then there would be a total of four lines. Two lines on one phone, two lines on another to where if someone is on this phone, someone else can pick up this phone. We did discuss that and she said she'd get back to me and see what direction we wanted to go. We did install a phone line in the restaurant office so that if someone is back there, when they dial the restaurant phone number it will ring in the office as well so that they can assist that way. I just told her basically to let me know what she needs and we will move forward.

Mr. Krumrie: We've experienced problems with people, like curbside service, they would try to call the restaurant and they couldn't get through, it's either busy or no body answers, or whatever. We are trying to improve on that situation.

Mr. Plummer: Any other questions? If not, thank you Christine. I appreciate your report.

### **C. Engineer**

Mr. Rayl: Thank you, Good morning again. I have a few thing here for us this morning. The outfall was brought up earlier and we are working as District Counsel said to assess the losses and damages associated with the impounded lake levels. Working on the last part of that, I'm coordinating with Brian Rhodes with the golf course to assess some things. So following up, Christine we had requested the retainage invoice from Suarez for the Dunmore Mulligan work to put that to bed. That's just some old business I wanted to go back over. Also I can coordinate this with Supervisor Howison, the pond repairs that we had made note of previously but work wasn't able to be performed due to the lake levels, we are going to review those to see if the conditions are such that it can

be undertaken now. That lets us do our SWFWMD certification. So, I will coordinate with you on the status of that. Also last month we talked about going out for bids on bridge sealing. That has been done but we haven't received anything back yet from consultants. Similarly the bids for the flumes, we've got one in and we are waiting on two more before we can make a recommendation there. We went through the regular inventory report and picked a suggested top ten locations where the Board may want to consider doing some first repairs. I brought some hard copies that you all can take with you today to look at. We talked to your constituents they folks living in your areas and your opinions we went through that report, and we can bring that all together, come up with a list that we want to get contractor budget pricing on, and then think about how quickly we schedule some regular roadway maintenance work. So I have those you can take with you today. Current work going on, the bridge approach work is going to be starting next week. Other current bids that we talked about in meetings passed the repairs needed at pond 17 on the control structure. The Board authorized a not to exceed of \$3,000 hoping it would be similar to the price of pond 21. We had one bid that was in excess of that and since then we've received another quote. It's still not under the not to exceed, but it was \$4,170 as opposed to, it's about half of the one that came in prior. It's apples to apples with the other bid, it repairs the locations that we had identified. I'd like to ask the Board to consider approving that, so that work could be done as well.

On MOTION by Mr. Costello, seconded by Mr. Krumrie with all in favor, the Quote from Suarez Grading for Pond 17 Repairs in the amount of \$4,170, was approved.

Mr. Rayl: Thank you. I will let them know. Also, we discussed Burwick and we wanted to help them be able to plan and budget for the expectation of upcoming pavement repair on Burwick from the southernmost intersection from Ashton Club up to the first intersection from there. We did send that out to 3 contractors, so far we've received 2 budget numbers back. In just round construction numbers it looks like \$60,000 is where I would recommend a place holder be made for upcoming budgets if you are going to consider it. The rehab of that pavement section for Burwick, that's about where the construction dollars are coming in for you immediate planning and budgeting discussions,

that's where I would recommend that you put a place holder in there. Last two things, the Ashton Club and Dunmore inlet that has the hole behind it that's caved in where the telecommunications are, we are sending that out to get some quotes this week, when we get some of these other ones out of the way. I met with Christine last week and we looked at the area where the pool equipment is that is in a hole. The courts beside it are higher, the building is higher, the pool is higher, the parking lot is higher. But it looks like that area can be relieved with the installation of the yard drain and there seems to be a route that we can go between the courts and the pool and get it out towards the lake. We are going to take a couple of elevation shots there and come up with a sketch for a contractor to give us a price to put in a yard drain and outfall pipe that will let that area bleed out instead of hold water. There's a fair amount of area that just drains right to that spot and has nowhere to go. That will be an easy solution and it will be an inexpensive solution to construct as well. The last thing I had, it was brought up earlier about the stop signs and stop bars. We have been reviewing these as we've gone on here in our meeting and it does seem like some of these are located a little irregularly. There are some very large radius at some of our intersections and that does come into play. But the other thing we want to make sure that you are compliant with site triangles at intersections. Some of these do seem a little bit far back, and Mike can see one I'm looking at right now. There's landscaping up near the curve and the stop bars are well back from the intersection and you really kind of have to move forward of that to have a good vision of the full intersection. We will take a look at that in between now and next month's meeting, we will bring some recommendations to the Board in that regard. I'm thinking it could be just maybe some re-stripping and re-location of stop signs in specific areas. I believe that was everything I have for you this morning but I'll be happy to answer any questions.

Mr. Plummer: Questions for Alan?

Mr. Realmuto: Alan, were you able to find any contractors willing to do bridge sealing work?

Mr. Rayl: Well, as I had mentioned last time, it's not a run of the mill kind of thing. We've reached out to one that I think this could be in their wheelhouse but I haven't heard back. I'd like to get more than one, but we will see it this comes back comparable to what

we know CDD 2 did. If It's in the neighborhood, I'd probable recommend that we go forward, but I update the Board when that information comes in.

Mr. Realmuto: I guess our other option if that doesn't pan out, do we look at having our own staff do that themselves, and isn't that more or less what was done?

Mr. Rayl: That's what they did, and that's where we based that \$75 per dollar budget and expectation was the number of bridges, or the square footage translate that to our square footage, their application rate, the cost of the material, we just translate that over to how it will fit on the east and then there will be the use of mostly in-house labor is where that dollar amount came from.

Mr. Krumrie: What about the turn on number 10 East.?

Mr. Rayl: That's included. It's the north end of the number 10 bridge, I think Christine actually has them enumerated in her report.

Mr. Realmuto: I assume someone, either Alan or Lloyd, will at least inform the golf course so they are aware of what's going on,

Mr. Rayl: Yes.

Mr. Howison: Also, on that I had a question. I took a trip around last week, or two weeks ago, and we might make another trip next Monday, but I noticed in particular an area that seems to be falling in just at the end of the number 8 bridge, near the green. There's a stow away into the pond and that cart path is dipping down to the left. Also on the 12<sup>th</sup> hole east, between the gold and white tees, there's an area that seems to be collapsing down to the right. So, I'd like to see us take a look at those two areas at a minimum.

Mr. Rayl: Where was the first one again?

Mr. Howison: The first one was at the green end of the 8<sup>th</sup> hole bridge and just at the very end of the bridge, there's a spillway into the pond. It's collapsing down a little bit.

Mr. Rayl: Okay, I'll take a look at that.

Mr. Plummer: Any other things for Alan?

Mr. Rayl: Thank you.

Mr. Plummer: Thank you Alan for that report. Appreciate it. Next item on the agenda is the Operations Manager, Matt.

**D. Operations Manager**

Mr. Fisher: Alright. Good morning. Included in the agenda packets is the Operations Manager's report. Applied Aquatic did complete the wetland and lake shore maintenance. This was completed December 16<sup>th</sup> through 18<sup>th</sup>. We did contact Heartline Company to do an inspection of the fire panel and the voice evacuation control system for the building. That's all taken care of and up to date. And also staff, Jeremy, and I did complete the partition installation on the women's and men's restroom. Christine had mentioned the tile, we had to make adjustments there, which pushed back the opening of the bathrooms but we managed. Women's is open now, and everything's looking good. Since bathrooms are wrapped up, we are going to make our way outside and use that newly purchased pressure washer. We anticipate starting at the entrance of the clubhouse at the curbing of walk ways, curbing in the west parking lot and the gate house are the priority items right now. I will give an update on the completion of those next meeting. If there's any questions, that's all I had.

Mr. Plummer: Any questions for Matt?

Mr. Fisher: Thank you guys very much.

Mr. Plummer: Thank you Matt for staying on top of those issues, we appreciate it.

Mr. Fisher: Yes, sir.

**E. District Manager's Report**

Ms. Burns: Just a couple of items to discuss. The first is that the last payment for the golf course purchase was transferred to Lake Ashton II in January, so you will see that amount reflected in your January financials. That has been paid to as a part of the agreement. The next meeting is February the 8<sup>th</sup>. That is a week earlier than our normal schedule just like this one due to President's Day. Just to note that and again we will be at the new time, 9:30. Other than that, nothing specific to report but I'd be glad to answer any questions anyone might have.

Mr. Plummer: Questions for Jill? If not, moving right along.

**NINTH ORDER OF BUSINESS**

**Financial Report**

**A. Combined Balance Sheet**

Ms. Burns: All the financial statements are included in your package. There is no action necessary. Just a couple of items, my balance sheet kind of sums up all of them. If you want to look at the capital project reserve fund, we currently have \$503,050 as of the end of November in that account. We did have a couple of projects that have been paid for this fiscal year out of there. About \$29,000 for the bathroom tile and the HVAC. Next on the general fund, as you can see we have received a substantial portion of our assessments from the tax bill, about \$1.5 million of the \$1.7 million that we levied. So we are getting close to fully collected pretty early this year, which is great. Obviously, the special events revenue is down, and that's to be anticipated with COVID. I think everybody kind of expected to see that. The good news is that the newsletter ad revenue is up, so that balances out a little bit on our revenue. Other than that, you can see all the items listed in the general fund. We have about \$1.4 million dollars in the account at the end of November. I would be glad to answer any questions anybody might have, but again there's no action necessary, these are for information purposes only.

Mr. Realmuto: I wanted to thank Jill for highlighting some of the important figures there. You mentioned in the capital projects reserve fund report on page 4. You mentioned the fund balance of \$532,019. I just want to be sure we are all on the same page and understanding that number and what date it is current as of. So, is that.

Ms. Burns: It's actually \$503,050. So \$532.019 was the beginning balance at the beginning of November. The ending balance is the \$503.

Mr. Realmuto: Okay, the ending balance is \$503 and that's at the end of November. So as of the end of November, that's how much we had to spend on capital projects but it's obviously different now. Did the golf course payment come out of that?

Ms. Burns: Correct.

Mr. Realmuto: It did?

Ms. Burns: Actually, did we include that as a line item?

Mr. Realmuto: That would have been made in December, so it wouldn't have been made by the end of November.

Ms. Burns: Correct, but I'm just looking to see if we actually had it as a line item in the budget. One second, let me look. I know Lake Ashton II did theirs out of capital. It

looks like it wasn't a O&M expense for the current year. So it would have been made out of capital. So, you will see that reduced by \$115,000.

Mr. Realmuto: Ok, so just from the \$50,000 level, so all of the Supervisors are on the same page, but looking at this report we know essentially what's available to spend as a maximum, if you want to carry some forward. But what's available for capital projects as of that date, and then we have to subtract out the other ones that have occurred since the date of the report. It's just a number I think we should keep in our mind when we are spending money, because it's not unlimited.

Mr. Plummer: We transferred monies from the present?

Ms. Burns: No.

Mr. Plummer: So, that's still not a correct number? That number is going increase because we will have this year's to add to that?

Ms. Burns: Correct. We typically wait until we are close to a 100% collected, which is usually close to the end of spring, beginning of summer. Looks like we are tracking pretty far ahead at this point. So, maybe sooner than that this year so maybe March we will be able to transfer that.

Mr. Realmuto: And that's been budgeted, so we are planning on transferring the budgeted amount, or do we expect that to increase?

Ms. Burns: Correct, unless there's anything that comes up that would be a, you know, a substantial payment that we would hold some back. You anticipate the full amount that is budgeted. Correct.

Mr. Realmuto: Okay, thank you.

Mr. Plummer: Any other questions for Jill?

**B. Capital Projects Reserve Fund**

**C. Statement of Revenues, Expenditures, and Changes in Fund Balance**

**D. Approval of Check Run Summary**

Mr. Realmuto: There are a couple of charges I just had questions on and wanted to be sure I understood what they were.

Ms. Burns: Sure.



Mr. Realmuto: First of all there were two charges. One to Run a new line, and another for cable installation of \$750 and \$800. Were those for the restaurant? One being the phone line and the other being the.

Ms. Burns: Which page, 4? There it is. Christine could you expand on that?

Ms. Wells: We had to run lines to install their AP that they have to run their system, because their system is entirely wireless. We had to have our IT department come and run lines up in the attic to be able to install all of the AP that are required to run their system. One of them is in the ballroom up next to where ours is and then I think that maybe 3 inside the restaurant and, 2 inside the restaurant and 1 inside the restaurant office. That was the costs to run the line for those APs.

Mr. Realmuto: AP being the access point, because they may not know that. And does that cost include just the line or as you mentioned the total of 4 access points and not the hardware itself?

Ms. Wells: They provided the access points. It was just the line and labor to do it, I believe. I can double check it and make sure.

Mr. Realmuto: Okay, and there's a separate line item for \$750 for run new line. Is that the phone line? Or if not, what is it?

Ms. Well: I'd want to just confirm before I say something, but I believe that that is both related to the restaurant. I'd have to double check and be sure. Can I get back to you on that?

Mr. Realmuto: Of course. So this relates to something I've been talking to staff and Jill about. Which is ensuring that the restaurant items are coded in such a way that we understand what all of the restaurant costs are, because they can pop up in unexpected areas. I know Harry is working with Jill on that. Thank you. That's all I have.

Mr. Plummer: Any other questions in the Check Run Summary?

Mr. Krumrie: I have a question on the check run summary too.

I noticed we issued a check for New Year's Eve to the band that was originally scheduled to play, have they refunded their money yet?

Ms. Wells: We did not give it to them because we were planning on giving it to them then, so Sharon is just going to have to delete that off of the Check Run Summary, but we didn't give the check to the performer.

Mr. Krumrie: Oh, we didn't? Okay, thank you.

Ms. Wells: We were planning on giving it to them the night of.

Mr. Krumrie: Okay, thank you.

Mr. Realmuto: Unless there are other questions, I move that we approve the Check Run Summary as presented.

On MOTION by Mr. Realmuto, seconded by Mr. Howison, with all in favor, the Check Run Summary, was approved.

**TENTH ORDER OF BUSINESS**

**Public Comments**

Mr. Plummer: We are now down to public comments.

Resident (Margo Stevens): I live at 4356 Ashton Club Drive. I want to go back in history a little bit maybe a month, to find out exactly what happened with SWFWMD and the water problem with our lake. I did not understand what I read in the minutes. So, if that could be explained, I would appreciate it very much.

Mr. Plummer: Alan, I think you can answer that question.

Mr. Rayl: This is in reference to the Lake Ashton water body? A little over a year ago a downstream property placed a pipe across the ditch that drains Lake Aston. It obstructed the flow and that's why we saw the water levels for a good part of the last year. A little over a month ago, we had the obstruction removed. The material was taken out, the pipe was taken out, and that's why we've seen water levels going back down to where they should normally be.

Resident (Margo Stevens): My specific question was about SWFWMD. Why did they not get involved in that issue, since it is a major drainage point?

Mr. Rayl: That was my question too. I asked them too. SWFWMD was one of the first people I reached out to. Their response was this, that what occurred on the agricultural property downstream of us was exempt from their requirements because due to AG exemption, you can make alterations on agricultural property without going through permitting. With that they also had no enforcement of actionability to take from this. This was an unregulated unpermitted activity as far as they were concerned. On the good side, that allowed us, that gave us the freedom to resolve it however we could resolve it, it

didn't require a permit to put in or to take out as well. But that was the extent that SWFWMD would get involved in this as just to, they went out and reviewed it and said this was an AG activity, it's not subject to our permitting, or compliance enforcement.

Resident (Margo Stevens): Well, I guess I'm kind of like a couple of other commissioners here. What guarantees us now that that blockage will not reoccur?

Mr. Rayl: We are working with District Counsel to secure a flowage easement over that outfall across that property. That would prevent this from happening again, even if the property changed hands. That easement runs with the property.

Mr. Plummer: Are there additional comments? Are there comments online?

Ms. Burns: Are there any members of zoom who want to make comments you can use zoom's raise hand feature. Hearing and seeing no comments on Zoom,

## **ELEVENTH ORDER OF BUSINESS**

### **Supervisor Requests / Supervisor Open Discussion**

Mr. Plummer: If there are no comments online, Supervisors this is a time for open discussion.

Mr. Realmuto: I have two. One, is as all of you know there had been a joint meeting scheduled. Just so everyone knows, the way that these agenda work is that persons from GMS staff sends us a reminder and a request for agenda items and gives us a deadline to submit them, that's usually basically a week before the meeting. But to my surprise the joint meeting was cancelled. I had had several agenda items that I got in before that deadline. Again, was just a week prior to the meeting. So, that took me by surprise, and I just wanted to suggest that since joint meetings are essentially very low overhead and they are held in conjunction with another CDD meeting, either ours or a CDD meeting and we only have them quarterly that perhaps we consider not deleting them, or at least checking with staff to see if there are any items that have been requested to be on the agenda. I guess at the time it was cancelled these items were not there, even though they were there by the deadline. I would suggest to you, again, since it's low overhead and we never know what may come up even between this meeting and a Friday's meeting in Winter Haven. That we just leave the joint meeting on the agenda those four times a year, so that we can handle any issues that come before. I don't see a huge advantage in cancelling them, since they were all there and they were put on the calendar, and we can

all set aside the time, and essentially at least half of the Supervisors are there for another meeting anyway. Interested in other Supervisors feedback.

Mr. Plummer: Let me address that. Since I've been on the Board, which is only been two years, a little over two years, we have had different joint meetings cancelled for a lack of items on the agendas as well. So, this is not something that's new. The Chair on the LA II side and myself met to discuss if we had items that we wanted on the agenda. We checked to make sure that there were or were not items filed through Jill's office and found that there were not, and so it was our decision between the two of us, since there were no filed items on there and we had none, and that none came on before the deadline, and obviously, we would suggest cancelling the meeting. We relayed that information to Jill and I think that probably the cancellation was an hour early prior to the deadline based upon GMS's staff that made that announcement. That's how that came about in this regard. Like I said, it's not something new that's occurred historically.

Mr. Realmuto: Okay, I don't want to pick nits, but just for the record, that the meeting was cancelled three hours before the deadline at approximately 9:00 a.m. The deadline was noon and I could be wrong, but I was told by staff that no one had checked to see if there were agenda items. And again, there weren't at that when that notice went out.

Ms. Burns: I'm going to have Samantha change the deadline up prior to the day that the agenda goes out. Generally, we always try to give the Board as much time as possible to get something on the agenda which is when it's the day of the meeting and generally we have items in those, that's the deadline to get us things. When consulting with, if we need to prep and agenda at all at that point there was nothing besides, you know the minutes, we had consulted. So, as a result, if this is going to be an issue we are going to move that deadline up, which is just going to allow for less time for staff, or for the Board to get agenda items in to prevent that from happening.

Mr. Costello: It seem lately, we keep getting revision, revision, revision. And it's really not giving us time to review what's going on. We've got to have a deadline where, the information's going to be in, and if it's not there it' not. The revisions are getting to be a little bit over bearing.

Ms. Burns: And a lot of times they've been Board member topics.

Mr. Costello: And I realize that. again, To come in and be getting like tons of revisions is a little bit, it's a little bit hectic.

Ms. Burns: It would be helpful for our staff and for Samantha, when Board members also submit items for inclusion on the agenda, if there's back up items that go with those, that that be included by the agenda deadline as well. Otherwise, when we get them after, we do send out revised agenda. Because if not, we get tons of requests or complaints from residents that those items are not included on the agenda as well. So, we revise those so that they are then posted on the agenda for all residents to see. So, it's helpful if by that deadline that you provide your items, but any back up you may want considered. Obviously, there are times when we are waiting on quotes and it's a little bit beyond our control and so we've got to be a little bit flexible there. But that's one way to be helpful. The minutes as well were late, but we were on a short month with the fact that we had to move this meeting up and we had the holidays. So they were working on about forty pages of minutes in essentially what was two weeks, instead of the whole month.

Mr. Costello: Which it's understandable that's going to happen, but it just seems to be happening on a regular basis at this point.

Mr. Realmuto: If we needed to move the agenda up, that's fine. I guess my major point is that I ask that the meeting not be cancelled before the deadline for agenda items.

Mr. Plummer: I understand that. Obviously, we were basing our decision on the fact that there were no items so that's what the decision was made for. We saw no reason to, if there were no items to discuss on the agenda to meet, so that's what that was made for. So maybe it was a clerical error as far as getting the information out just a little bit too early. We will obviously work at that better the next go around.

Mr. Realmuto: Thank you.

Mr. Plummer: Are there any other Supervisor comments or concerns?

Mr. Realmuto: Just a reminder that the Reserve Study is on our agenda for the next meeting. I know with meetings being moved up they come up fast. I just wanted to remind the Supervisors that that is on the agenda, and I was planning on working with Christine. I know she updated the last Reserve Study we had done. I don't know how widely distributed it was. I'd like to get together with you and distribute a draft Reserve

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Lake Ashton CDD

Study as a starting point, well ahead of whatever deadline there may be so Supervisors have plenty of time to look at it and come prepared to discuss it at the February meeting.

Mr. Plummer: Okay, thank you. We come to that all important #12 on the agenda. Who would like to make the motion to adjourn?

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Costello, seconded by Mr. Howison, with all in favor, the meeting was adjourned.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman