

**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, **July 19, 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
Christine Wells	Community Director
Alan Rayl	District Engineer
Jeff Brown	Metz
Annie Toth	Metz

**FIRST ORDER OF BUSINESS**

**Roll Call and Pledge of Allegiance**

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

**SECOND ORDER OF BUSINESS**

**Approval of Meeting Agenda**

Mr. Plummer: The next item on the Agenda is approval of the meeting agenda. Steve, did you have a request for a change?

Mr. Realmuto: I have a minor request for change to the agenda. That is to move the item regarding the Fiscal Year 2022 budget analysis up to right after the restaurant agenda item. The reason for that being to be respectful of Jeff and Annie's time because there are a couple items in there that they should be present for.

Mr. Plummer: Okay, that is moving 7A in front of 6.

Mr. Realmuto: Correct.

Mr. Plummer: Any other additions or corrections?

On MOTION by Mr. Realmuto, seconded by Mr. Krumrie, with all in favor, the Meeting Agenda, as amended to move item 7A in front of 6, was approved.

### THIRD 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: Are there any public comments?

Ms. Burns: I did receive one public comment emailed in prior to the start of the meeting. This is from Matt Thul at 5321 Hogan Lane.

Matt Thul (5321 Hogan Lane): I would appreciate it if the Supervisors could consider changing their meetings to a date and or time which does not require cancellation of Monday coffee every 4 to 5 weeks. Thank you.

Ms. Burns: That is the only one I received via email. We can do the Zoom comments now. Then we can open up to the people here. If anyone on the Zoom line has a public comment, you can use the "raise hand" feature to be called on. We see no public comments on Zoom. I did not get any forms for speaking requests.

Mr. Plummer: Seeing no public comments we will move on to the next item.

### FOURTH ORDER OF BUSINESS

**Consideration of Minutes from the June 21, 2021 Board of Supervisors Meeting**

Mr. Plummer: Next is consideration of the minutes of the June 21<sup>st</sup> meeting. Are there any corrections or additions to the minutes as they were presented? Hearing no corrections,

On MOTION by Mr. Howison, seconded by Mr. Realmuto, with all in favor, the Minutes of the June 21, 2021 Budget Board of Supervisors Meeting, was approved.

**FIFTH ORDER OF BUSINESS**

**Restaurant**

**A. Ashton Tap & Grill Update**

**B. Presentation of Restaurant Financials for June**

Mr. Plummer: Next item on the agenda is the restaurant report. Jeff and Annie, I will turn it over to you.

Mr. Brown: Good morning everybody. For the month of June, we did see a fairly significant decline in sales as we expected. Our revenue declined to about \$1,920 a day. That is about \$295 a day just for May. Part of the issue is that we did not have a strong driver, like Mother's Day, to drive the month of June with a large sale. That made a significant impact. June was a 5-week month so when you see the invoice for the month of June it will show to be a 5-week month so it has the additional week on it. The invoice itself was \$18,573, which was \$3,714 per week. We had some overdue for small works purchases that hit that month. First, there was \$1,000 that was paid out for the band. The bands are paid through petty cash, so they are not invoiced and then paid. They are paid through petty cash. We were probably a little behind on doing that petty cash charge. There was \$1,000 of that that hit in June. We also had some AlSCO linen invoices for about \$1,900, which were primarily January and March invoices that didn't hit until that month. We also had some small ones that were from the opening, about \$1,900 worth. There were things that came in late. We don't pay those locally. Those get paid as Lewis sends the invoices to corporate. We never see those invoices on a local basis. Those were picked up by corporate and paid at that time. There was a significant difference, otherwise our trend would've only been \$13,690. We do know we are having some issue with the sheet that Annie sends out with revenue not matching up directly to our accounting system. We did not have a problem until the last month. Our system now pulls automatically. She doesn't have to put in the sales anymore, it pulls all of the sales on a daily basis. It pulls it in the middle of the night. It may be something to do with the timing of when she is pulling her numbers. That is something that we have to go through. The other thing is that the catering is mostly separate. It is put in a separate spot. She has to

have it manually pulled out because the payments still get paid through our credit card. Most of it has to get put through with credit card payments through the POS system, and then she has to have someone at corporate actually pull it out. Those are some things we are going to be going through today. We are going to try to audit those numbers today to see if there are any real differences.

Mr. Costello: Is it not common for you to have bills come in at a later date and it more or less being a holdover? It incorporates one way or another. Isn't that a common practice, or even to have the same thing next month?

Mr. Brown: It is possible. The Alsco linen ones were probably just missed in January and March. Others had been all together and in the right months. For some reason there was a cluster of them in January and March that got missed. If we know they are coming, we can actually approve them and then it will hit in the correct month.

Mr. Costello: When it comes down to it in the end, whether it comes in this month or last month, it is going to come in. The \$18,000, you are saying that it should be reduced by about \$5,000, but every month we are going to have it so it is going to be whatever the total amount is that we are paying.

Mr. Brown: That is quite possible.

Mr. Costello: I know that you have brought entertainment into the restaurant. What can we do as far as when this banquet hall is not being used? How can we bring people in here possibly to have dances or something to that nature to bring revenue in?

Mr. Brown: I will let Annie speak to that.

Mr. Realmuto: Before you switch the microphone Jeff, I do have some questions and comments about your report. Mike, I am sure there are always going to be discrepancies due to where the month falls on certain invoices that haven't come from the previous month. I want to point out something about what Jeff is referring to in his report about our invoices from January and March. We are talking about invoices 3, 4, 6 months past due. I would hope that occurrence would be less normal.

Mr. Costello: At any rate, a bill is a bill. You get it in January, you pay it in January, and it is no longer a liability. As it stands, we are paying out \$18,573.85. It is the bill. Period. You are always going to have overruns no matter what you do.

Mr. Realmuto: Sure. It does affect our understanding of the restaurant financials and any analysis we do it causes it to skew that picture. Therefore, we are not getting an accurate picture. The restaurant without those did considerably better in the month of June than these numbers reflect. I guess you don't go back and modify the previous financials, so this is the only way to address it. I understand that. I would be asking if there are any procedures in place to minimize that. If I understand you correctly, this isn't a question of not receiving the invoices, it is more of a question of them falling through the cracks somewhere.

Mr. Brown: That is probably the case. For example, AlSCO linen. We have a certain group of suppliers that we use and they are relatively consistent. AlSCO linen we use everywhere. US Foods we use everywhere. Pepsi/Coke we used everywhere. What happens is those companies also are sending statements to corporate. That is kind of a backup audit. They will catch the fact that things did not get paid. They will go back and see if it actually got paid and it just didn't get credited on their end. Then they will make the payment automatically if we haven't submitted it. That is a backup. The system isn't immediate. Over time, corporate has someone that will audit the deposits whether they are credit card deposits or whether they are cash deposits. They will audit and they will verify whether we are correct in our monthly statements. If there is a significant variance, they will be calling Annie or myself asking us to go through it, and we will go back and audit those numbers to try to find out where the problem was.

Mr. Realmuto: My question is, are there procedures for this going forward to catch these things? Do we need to expect this to happen going forward?

Mr. Brown: Annie and I as we go through today will hopefully see where that issue happened and whether it happened a couple times or not. As far as the revenue part, yes, we will figure that out whether it is a timing issue or what.

Mr. Realmuto: I was not referring to any discrepancies. We are still on the past due amounts that were paid through the corporate office in June. In particular, since they are posted this month, I am curious as to what the \$2,000 for linens were as well as the other \$2,000 for smallware.

Mr. Brown: The linens were just standard linens. Those were towels, aprons and other rentals. AlSCO supplies all of our linens on a weekly basis. They deliver once a week.

For a while, they were delivering twice a week. Some of our major invoices, as in US Foods, are automatically downloaded into our system. Some of the other invoices Annie has to send them through the system to get them paid. If she misses it, or doesn't see the invoice, that is what happens.

Mr. Realmuto: Okay. On your financial report where you talk about the per day revenue, are you including in that catering? Or is that restaurant only?

Mr. Brown: That is just restaurant.

Mr. Realmuto: Finally, I want to point out that I think you mentioned there were no holidays this month to help drive sales. Unless I am mistaken, we had Father's Day. Which granted does not do as well as Mother's Day, but it was fairly significant.

Mr. Brown: It is not a driver like Mother's Day.

Mr. Realmuto: I think Father's Day did about \$4,600 and Mother's Day was a little over \$6,000 to be clear.

Mr. Costello: We also saw a couple of weddings in here over the last month or so.

Mr. Brown: That is why catering last month was stronger. It was over \$8,000. That is a significant improvement.

Mr. Plummer: That will only improve.

Mr. Brown: We have two different kinds of catering. We have catering that is done for internal groups, and catering that is done for external groups. The financing on an external group is going to be far greater.

Mr. Realmuto: You say great and I assume you mean in a positive way.

Mr. Brown: Right, yes. A lot of the internal events were done at a low cost. I can't even say if you are making anything on some of those.

Mr. Plummer: Any other questions for Jeff? Did you say Annie was going to have an explanation?

Ms. Toth: Good morning everyone. We are doing a few things. I got a hold of Vanessa and we are doing direct mail. We are doing some advertising in the neighborhood. We also are going to continue the music on Sundays. Some Sundays are better than others. It all depends on the entertainment. We are also doing the surveys. We want to make sure we get all of the feedback from what we started with the menu.

Mr. Krumrie: Annie, what have you seen so far about the new menus?

Ms. Toth: Everyone that comes to the restaurant loves our menu. The feedback has been positive. We finally have our pizza oven and it is working. Great feedback on the pizza.

Mr. Krumrie: Staff goes way out of the way to make it work. For example, we will talk about alcohol. The deliverers have been making periodic deliveries. They are not going to drive to Tampa and all the way over to Lake Ashton just to deliver two cases of beer. As a result, Annie has had to drive to the warehouse in Orlando or the warehouse in Tampa on numerous occasions. All to make sure that we have the alcohol that we need. I could give numerous other examples of where Annie and her staff have really come together to help for our benefit.

Mr. Brown: COVID has caused a lot of struggles in our industry. Things that you wouldn't expect. To what Harry is mentioning, the suppliers are having trouble getting the deliveries out to us. Some of their products they have trouble getting to us. The pizza oven is a great example. In the past, if I had a pizza oven break down, I would have our purchasing go online and find availability of three different pizza ovens, we would get the quotes, and you would probably have it at a couple weeks at the most. That is not the way it is working right now. Just about everything is under significant delays. Stuff that you are used to getting in a week or two takes forever. I ordered table bases for one location to put on and it was going to take 6 months. We cancelled those and got the bases from somewhere else that said they had it in stock. It still took 3 months. That is what you are going through right now. These companies are really struggling with their staffing and it is a challenge. I hope it is not the new normal.

Mr. Realmuto: In regards to the pizza oven, I understand that one of the issues is that it wasn't ordered with the pizza stone. Has that been resolved?

Mr. Brown: We got some stones that they are using they just are not specifically designed for that one. That is how they are able to make the pizzas now.

Mr. Realmuto: I am hearing that the pizza is very good now and that it is available, I know it wasn't available for some time because of that. They are serving pizza; it is made on pizza stones and everyone loves them.

Mr. Brown: Yes, they actually had to borrow a couple stones.

Mr. Howison: Our pizza yesterday was terrific. Harry may have mentioned this to you Annie, but one of the suggestions that came out of the joint meeting was that there are people who like the daily specials. They may have already made plans to go somewhere else once the blast goes out Thursday morning. Is there a way we can get those specials out on a Sunday or Monday blast for the week?

Ms. Toth: Yes, we are working on that. Good point. We are doing it right now a couple of days in advance. I think we will have a formula that we will be able to figure it out for the whole weekend.

Mr. Costello: What has inflation done to us in regards to cost of goods going up? I know next month we are looking at an increase in the wages for employees. How badly is that eating us up?

Mr. Brown: If I had to estimate on the food side, I would say about 3 or 4%. That is a rough estimate.

Mr. Costello: A substantial amount. You gave us numbers a while ago and I don't believe you were looking at inflation. Yesterday on TV I saw where inflation has gone higher than it has in the last 13 years. It is coming back to haunt us. I would consider 4-5% to be a considerable amount. Next month, we go through a wage increase due to the minimum wage.

Mr. Brown: Regarding the wage increase for us there are two pieces you have to look at. One, it doesn't really impact the kitchen. The kitchen is already well above minimum wage. Even when you say minimum wage is going to go to \$10, trust me you can't hire anyone for \$10. What is going to have a significant impact is the tip wage. Servers and bartenders will go up. The way it works is there is a \$3.02 tip credit. If you look at \$10, that means we can either pay \$6.98 for our servers. They make it up by getting tips. The tip wage is going up and usually they were the ones paid right at the minimum tip wage. They are going to get \$1.35 increase per hour.

Mr. Realmuto: Granted, inflation is going up, and it is hitting the restaurant industry across the board. What I look at from the financial perspective is your operating statement, say for June, where food is coming in at 35% of revenue and labor is basically 60% of revenue. That only leaves us 5% to work with and there are all of the various continuing expenses like laundry or linens that are currently at roughly 19%. That is all

before the administrative fee. My point is that there is no room to get anywhere within 25% of breaking even. If we continue with those numbers without changing something, we are going to continue to lose roughly 25%. That is essentially what this is telling us. That is what we did for June for example. Either that, or we are going to run the capital reserves down to zero and you are going to be scrambling looking at what to do when there is no money left in the capital reserve account. I will talk more about that when we get to my financial analysis. That is where I am looking for ways that you are planning on changing. I am sure the new menu offers some opportunity there. What I find encouraging about the menu isn't the menu itself, but the different daily specials you are running. I hear a lot of people talking about those and how good those are. In a lot of cases, you may have a theme. Like Tex-Mex on Tuesday, but you are rotating what is available on that day. Same with the pasta nights on Wednesday. There are a lot more choices. As well as the fish fry for that matter and rotating a seafood entrée. I think that has the potential to bring a lot more people in and drive your guest count.

Mr. Brown: I think what you are going to find is that no matter what our business will always be seasonal here. There is no way around it. You can be slow for half the year and are going to be much busier for half of the year. You have to try to make up for it during those busier periods. You can see the difference in revenue right now versus the difference of what it would've been in February when everyone is here. There are costs that don't change when we are at that point. Those are management costs. Those don't change even if the business doubles. When you look at that labor percent, if you were to actually look at the pure dollars on labor, she has made some significant reductions in pure labor right now. It still takes a certain number of people to operate a restaurant. When you get into higher volume I think is when you start to see much better results. It is impossible for me to project. I don't even know exactly when the busiest season is going to start. If I had to guess I would say it will start picking up in November as people start to return. The other thing that happens is the weather gets better and everyone loves eating outside. Right now, they don't eat out there because it is so hot. I am from the North and during the winter everyone stays inside. Down here, in the summer everyone stays inside. I think you are going to see a lot of differences in the finances when we get to that part of the year.

Mr. Plummer: Any other questions for Jeff or Annie?

Mr. Costello: I had asked Annie earlier, and I believe we spoke about it a while ago, we looked at doing something in the ballroom here. This place being empty is not making any money. We need money in order to keep this running. Have we looked into some ways we can use this?

Ms. Toth: We are looking into it. We are working on many events for you and the community.

Mr. Costello: The only other thing is the mailing you did. A lot of people are on vacation or visiting family. We do have a larger population staying down here year-round due to the economic climate alone in the northeast and in other areas. Don't you think we would be better off holding off on something like that until we have more people within Lake Ashton and until the Snow Birds are back? What does it cost us in order to do a mailing like that?

Ms. Toth: What we are figuring out is we are going to do this twice a year. This is the initial direct mailing. When it comes November, we will do another one.

Mr. Costello: We have the advantage of email. Lloyd had said something before that I remember the other day. Someone had said that they wish the specials would come out earlier in order to make a decision on where they were going to go to eat. I think we need to use all of these avenues to our advantage.

Ms. Toth: Advertising on social media as well with weddings that we do over the weekend. We actually ended up booking two weddings for next year.

Mr. Realmuto: Are there any other questions? We haven't gotten to the last item of the financials. They need to be here in order to answer questions.

Mr. Howison: I have one more quick question. How do we look the next two months? In terms of weddings and other event bookings that we have. Is there much?

Ms. Toth: There are a few in August and a few in September as far as prebooked events. We are going to do a couple of other events.

Mr. Plummer: Great. Let's move into the dashboard analysis.

**C. Restaurant Financial Dashboard and Analysis** *(requested by Supervisor Realmuto; all back-up pertaining to this item will be provided by Supervisor Realmuto)*

Mr. Realmuto: For everyone's benefit, this is some information that I provided to the other Board of Supervisors. I also emailed it to Jeff and Annie. If you need a copy, I am sure there are more at the end of the table. I am looking at the packet labeled Ashton Tap & Grill Financials. I am going to be as brief as possible on some of these so we can focus on the areas of concern that we want to talk about. The first page is labeled "Actual" those are the numbers from the monthly invoices that we get. The number I have circled in the lower right corner is simply where we stand in terms of our current deficit since the restaurant opened. Basically, we are bringing the information on the invoices together in one place. Moving along to the projected page, this was the projected budget. This is included here not to fault differences and projections. We were on new ground, no one can predict the future, but we do need a planning tool. I included this here as a planning tool. I will call your attention to the two columns on the righthand side of that. They show the actual amount that we are under the projected amount just so you know how we stand. This is what our FY 2022 budget was based on. These numbers were rolled up into that. I will call your attention to under the "Actual Over-projected" column. We have been doing worse than projected since May. May had a deficit of almost \$3,700 greater than was projected for the budget. Things improved in June. They would have actually been positive I think if not for those old invoices compared to the projected. We are still doing about \$2,300 worse there. Essentially, we are doing about \$3,000 a month worse in terms of the deficit. If we project forward, I think it would be fair to roughly estimate that we are going to do on average 3k worse for the 3 remaining months of this fiscal year. This means an additional 9k. the number at the bottom, the total deficit under, the greater deficit, is going to go from the current \$5,200 to about \$14,000. Currently we have a projected loss for the year of \$259,000. If we add \$14,000 to that, we are looking at a projected loss for the year of \$268,000. Any questions about that before I go on? Any comments? Alright then I will move onto the next page which is labeled "Ashton Tap & Grill Monthly", and it is monthly as reported weekly. These numbers come from the weekly sales reports that we get. Those sales reports are for the restaurant only. That makes them pretty useful. I added catering even though it is not included in the weekly reports you see from Annie;

she does note as a comment what we have done in catering sales. I have essentially added a column back in for that so we have all of the information in front of us. That is my first request. Jeff or Annie, I don't know if it would be possible to, rather than just putting the amount for catering sales in a comment, if you could add a column like this for catering sales to break it out separately and net things. You are doing all of the work anyway; it just seems like it would be more useful if it were in a catering/sales column. That would be great. Otherwise, I am doing it anyway, it just takes a lot more time to find those in the comments. I hope the picture at the bottom with monthly sales revenue helps give you a picture of how we are doing. The small column in the front is the catering revenue that we are recognizing in that month as reported weekly. The middle one contains the sales in the restaurant itself. Finally, the red amount is what was budgeted. The difference between those shows how much worse we are doing than what was budgeted.

Mr. Howison: Did the budget include catering?

Mr. Realmuto: This budget number comes off of what is included in the weekly sales. I assume that since it only reports as a number, the sales in the restaurant, that the budgeted number corresponds to it. Otherwise, it is inconsistent. I don't know if that is a question they have to answer.

Mr. Brown: I will have to check and see where she is actually pulling that number. The original budget was written before we were here. I am not sure there is any accuracy. It probably makes more sense for us to pull it from that budget I provided you a little while ago. I will look to see if we can make that change.

Mr. Howison: The only reason I ask is because you could stack the actuals if it were.

Mr. Realmuto: Yes, and I can certainly make that change. To answer your question, all of the information I pulled together comes from the weekly. For that to change, they would have to change the budgeted amount. I am not including the difference. It is included in the report. That is what we are getting. It is not particularly relevant to accept that. It is the difference in the numbers that are included in our FY 2022 budget that is the point of all of this for me.

Mr. Brown: You have to be careful because FY 2022's budget was loosely based on some of this stuff. It was basically a total of \$80,000 or \$90,000 in opening costs and

we paid \$60,000 for that as a whole. Some of that is in your number. That wouldn't be something that would carry over to 2022.

Mr. Realmuto: I understand that. Any other questions on the monthly sales revenue page? What I am pointing out is the trend. On a positive note, if you look really carefully, you can see that the catering revenue is going up. What you can take away from this graph is that catering is definitely, at least from revenue, going up. Restaurant revenue is going down significantly in these summer months. I don't think we can depend on the higher population months to get us out of the total deficit. We have already lived through some of the best months, granted, it was an unusual time. We said we didn't have any experience when we started this. By the time we end this fiscal year, we will have had 9 plus months experience to base things on. If there aren't any other questions there, I would like to move onto the page that is labeled "Weekly" at the top. Just to remind you, these weekly numbers are restaurant only. You have all of the figures there and the table on top. The graph on the bottom basically shows you the restaurant revenue in front, which I believe is green. The budgeted amount from the weeklies is in red on the back. It is the difference that you want to pay attention to. That is an incentive for the restaurant to do their best to create a budget that aligns with everything. Any questions on that? Again, it is the trend that is concerning to me. The next page, where you see the graphs with the net sales per day and the guest count, those correspond with each other. Again, you see the downward trend. We all know what summer is like. We can't just wait our way out of this without doing something to turn things around. I was curious on how we did the different days of the week. The last page is labeled "Day of the Week Averages" and what I did was that I took the guest counts and basically all of the information from January through the end of June to try to understand how the different days perform. The bottom line here is that Sunday is consistently the best day. They have been since entertainment was started in March. Before that, it was the worst day of the week. the entertainment really turned it around. Sundays are our highest performing day consistently. Tuesdays have consistently been the worst days by just about every measure. Measures include guest count, guest average and total net sales. Fridays and Saturdays were the 2<sup>nd</sup> and 3<sup>rd</sup> best days respectively. Again, I will point out that catering is not included here so if you see some differences in the guest average amounts that are here. All I can say is

that the numbers here come from what is reported in the weeklies. Hopefully that helps to give the Supervisors a better picture as we start to look into our Fiscal Year 2022 budget, which is on the agenda to approve at our next meeting in August. That is all I have. Are there any questions or comments?

Mr. Krumrie: Steve thank you for doing this. I think it is very nice to have a base line to work from. Going forward we will use this information very much.

Mr. Costello: Your projections are, as you've said, you don't know where they are going to go.

Mr. Realmuto: Mike, I am sorry. I am going to have to stop you. I want to be very clear. I do not have any projections in there.

Mr. Costello: I am sorry, I should say the projections in there. They are questionable at best. Do you think we can make any honest moves prior to a full year where we see where we are going?

Mr. Realmuto: Really good question for the restaurant management. I would defer to their expertise on it. My opinion as one of the five supervisors here is that we do have 6 months of information. Next month, we will have one more month. I think we can draw on that to update them. Their projections that they gave us in April were done then because we had to approve their contract renewal. It should be a living document. It should be able to change over time. I would welcome them changing those projections just to give us a more accurate forecast of where we might add up the year, if you find any of the accumulated data, since you provided it back in April, to revise what you project for FY 2022. That is a good Segway into the next section. That is why I did it in this order. What I would ask the restaurant to do is to go back and look at what you presented as an FY 2022 budget. Given the difference in time that we have had and the additional experience it would help us for you to go back and revise those figures to give us a more accurate picture of where you think we will be in the next fiscal year. I will remind you that it runs from October 2021 through the end of September 2022.

Mr. Plummer: Steve we really appreciate the effort and the numbers that are put into this. It helps us understand exactly where we are and it gives us some data to use in that regard. Let's move onto the next item which is Budget Analysis and Discussion.

Mr. Realmuto: I just delivered the message when I said that it was a good segue. The reason I wanted them there was to understand that both the retail sales and the restaurant operations expenses are major items, roughly 1/3 of our annual budget. Those are important for us. The reason I highlighted those in the budget is because I thought we should request an update on that so that we have the most accurate projections.

Mr. Plummer: Right. Thank you, Jeff and Annie, for your report.

**SEVENTH ORDER OF BUSINESS**

**New Business/Supervisors Requests**

**A. Fiscal Year 2022 Budget Analysis and Discussion** *(requested by Supervisor Realmuto; all backup pertaining to this item will be provided by Supervisor Realmuto)*

Mr. Realmuto: This is the same analysis I provided the last time it was on the agenda in May but we have made a lot of changes. Two things, there were some minor changes, you won't notice any big changes, but essentially all of the figures were updated. We got an updated budget from GMS after we changed things after the May meeting. This includes all of those updated figures as is in their piece of it. As you know, this is our last meeting before the meeting in August where we are going to be asked to approve the budget. As you can see, these only include actuals through the end of March, and then it projects it for the next six months. The reason why I highlighted those two columns, 'Actuals through 3/31/21' and 'Projected Next 6 Months', is to request that GMS perhaps updates those numbers because certainly we have spent money between now and then. I didn't know what else could be done to bring us up to speed in case we wanted to change anything based on that.

Ms. Burns: Sure. We update the actuals when we put the budget on the agenda. There are the actuals for the proposed and then when we have the budget on the agenda in August for the adoption, we will have actuals. They will probably be through June.

Mr. Realmuto: So that is going to delay it one month I guess, but it is several months past the March we have here. So, you are saying those columns will be updated? This is the budget that we are looking at. It will say 3-6/31 essentially? And then projected for the next 3 months?

Ms. Burns: Yes.

Mr. Realmuto: The rest is intended to be informative to supervisors so they have a month before the next meeting to look at it rather than seeing it for the first time at that meeting, so they can come prepared with any changes they think are necessary. My purpose in providing it was so the supervisors have something ahead of time to look at, but also to GMS to update things. I am sure you would've done that anyway. I highlighted a few things. Those two columns for the general fund were the basic message there but the very last page of that were the capital project funds. Those same two columns need to be updated so here is where we passed a lot of those additional spending items. This is the one area under the projected for the next six months. I did update some of the figures in there with essentially money we have spent since the May meeting. That is the projected 6-month column, I think it was zero or very close to it. Now you see that we spent at least an additional \$31,000. I did the best I could with including anything we passed since then. There may be even more things that are missing. There were also other figures under the bottom, under reserve study and beginning balances and expenditures. This is mostly for Jillian. I got a copy of the spreadsheet directly from GMS. It has links to other spreadsheets. Those numbers highlighted were hard coded and I suspect they need to be updated. I have no way of telling where they came from. Based on where our spending is for FY 2021, I would expect some of those to probably change. I think we need to look at things really closely to be sure that things are as up to date as possible in terms of the fund balances anticipated there. That is all I have. The rest is open to questions. We are projecting interest income on the capital reserve fund. The \$5,000. I think it is pretty clear that is very unrealistic by a large amount. I didn't suggest changing it for the general fund because the number is small. It is only \$1,000, but you can see we have only received in the first six months \$524. I think that number is unlikely to exceed roughly \$1,000 for the year. I would suggest if we want to be realistic about our income that we lower that number to no more that between \$1,500-\$2,000. That is information feedback. They can incorporate that into what we are presented for August.

Ms. Burns: If you look at the financials in the package, the actual through May is \$622, so \$1,000 maybe more. I will update that and when we give the final budget in August, we will reduce that.

Mr. Realmuto: Any questions or comments on that? Otherwise, we should come ready in August to finalize the budget as much as possible.

Mr. Plummer: Questions? Again, thanks for crunching the numbers and the presentation. One question, this is on property taxes. Did we ever find out?

Ms. Burns: We have not seen a response. I checked in with Sharon on Friday because the bills go to her office. She was out on Friday, I had somebody look and they didn't see anything. She checked the week before on Friday and we had not received it yet.

Mr. Plummer: Do we take that as a negative?

Ms. Burns: No, generally they come about the time that the trim notices come. That deadline was last week.

Mr. Plummer: You don't feel there would be any value on poking them?

Ms. Burns: I wouldn't no. I think we just wait and see when we get it.

Mr. Costello: Is there a chance that they are going to come back and say that we are running it as a business and decline?

Mr. Plummer: You can always plead your case that it is non-profit. It wasn't intended to be, but it is. The next item on the agenda is the Focus 2025 review. I think Christine has some things.

## **SIXTH ORDER OF BUSINESS**

### **Focus 2025 Review**

#### **A. Consideration of Quotes for Additional Accessibility Options at the Clubhouse**

Mr. Plummer: Christine, do you want to address this item?

Ms. Wells: Sure. As you guys know, I mentioned at a couple of the meetings since the Focus 2025 survey results have come out, that staff is continuing to go through the report. It is quite lengthy with a lot of comments, which is great. It is giving us direction on what we need to look at. We are focusing on more of accessibility, safety and other items that we can take care of immediately. We will also have some options for future fiscal years for projects that staff feel are relevant but may cost more money. This month we have a couple of accessibility options. These are things that residents have mentioned on the survey and have also mentioned throughout the years previous. The first I will start with is adding a handrail to the sidewalk leading from the west parking lot into this door

here by the cinema. There was only one option included just because I did a lot of research on the internet and this was the best option there. We did reach out to get a custom-built handrail. I haven't received anything back from them. I can tell you it would be a lot more than this is, but that is an option. What is included here is an 8-foot section that is included in the agenda packet. We would need two of the 8-foot sections. The handrails are \$472.10 each, so the total would be \$944.20. Matt and I looked at the different colors that they have. They have a charcoal bronze which is a dark kind of bronze. Our other handrails are black, but they are at the pool area so they are far away. I was skeptical on how the black would look in an open area like this. They have a few different options for color. They are all powder coated. I did some more research, and there is an addition we can add to it to make it that much more ADA compliant. That would be a rounded end, which is not included in this quote. There were three items we needed to attach to these existing sections. We would also need a splicer to splice the two sections together so there is a smooth transition. That would be an additional \$206.47. That would be the \$944.20 plus the \$206.47. To be ADA compliant, they require a railing on both sides of the sidewalk. We were only wanting to include one. I am not sure if we need to install two or if it is okay to just install one.

Ms. Burns: Just to be clear, we do have an ADA accessible interest already. The ADA requirement is that there is an accessibility point into the building.

Ms. Wells: The option I gave was as ADA compliant as we can be, without having to install two railings to allow for items to be brought in. That would be limited if we had two rails.

Mr. Realmuto: I just want to be clear; we are already ADA compliant with no railing. We are going above and beyond to make this more accessible, but there is no requirement that this be 100% ADA compliant since we have another ADA compliant entrance.

Ms. Wells: Exactly. It was an effort to get the railing we are going to include as ADA compliant as we can be for that right there, and it really is just the addition of that rounded top so there is not a hard stop where if someone bumps into it, they are bumping into a rounded area.

Mr. Costello: Can we get it in a lighter color? The reason I say that is at night. I realize there is a light out there, but light bulbs burn out and we don't want anybody walking into it.

Ms. Wells: There are lighter color options available. I was concerned that it is going to show dirt more. There is a desert clay color, which is a light tan. We could put some reflective tape on it.

Mr. Costello: We had a problem with somebody and the bike rack. They walked into the bike rack. The reason I say it, is because light bulbs burn out, and I don't want anybody walking into this thing and getting injured.

Mr. Realmuto: Is it getting hot in the sun an issue too? If it is too dark versus stainless steel or a lighter color?

Ms. Wells: Those are all great options. This is why they have around 6 different color options available for this. They have a white, a desert clay, charcoal, charcoal bronze.

Mr. Plummer: I will include myself. Sometimes during the day, I don't see as well as I should, so I can imagine that other people don't. As you get older, you just don't see as well.

Ms. Wells: We can definitely go with the lighter color.

Mr. Plummer: Personally, I think the lighter color would probably a little bit advantageous and that no one would walk into it.

Mr. Realmuto: Are there any nonpainted options that might be less maintenance, or look better over time? I know they are probably more expensive, but if it were stainless steel, it could solve a lot of those problems. It might be worth it in the long run.

Ms. Wells: I did read up on this and it is another reason why this option was given to you guys. There is a 25-year surface so the paint doesn't chip off. There is a 25-year warranty on it. It is powder coated. This would be partially over a tree canopy. This would be similar to the bench in front of the clubhouse. It is also powder coated with the same type of material and it has not chipped at all.

Mr. Realmuto: The way I see it we have two options. This seems like a very cost-effective option. I wouldn't object to it for this entrance. The other consideration, which I think will be coming later, is the proposal for the handicap ramp, which also needs to

include a railing. I feel fairly strongly that it needs to be of very good quality because it will likely be as steep as it is allowed to be, which is steeper than this entrance. I wonder if we are doing both within close proximity, time wise, if we want to make them match. We could also take the approach of seeing how we like this one. This is essentially a kit option, right? You buy pieces and put them together yourself.

Ms. Wells: It includes the post, caps and connectors. The thing that is separate is the splicer that splices the two pieces together. Yes, you are right, it is a kit.

Mr. Plummer: Is installation by our employees?

Ms. Wells: Yes.

Mr. Realmuto: My personal preference would be to wait to get a quote on some of the custom fabric or stainless-steel options. I don't see that there is any rush on this since it is essentially optional. It is a nice to have item, and I agree with doing it one way or another, but let's make sure we have all of our options in front of us before we commit to one. I don't feel strongly about it.

Mr. Plummer: Any comments? Moving on.

Ms. Wells: The next is the fabrication and construction of a concrete ramp. The left entrance from the patio to the pool deck that comes off of the restaurant. This is something that was in the Fiscal Year 2021 budget and something that residents have brought up a couple of times, so I am bringing it here. We did have a second contractor come out. He was hoping to have the quote to me by Friday and I have not seen it yet. There is only one quote for this right now. I figured nothing has been brought to the Board as far as an estimate, so I am bringing it forward to see where Supervisors are. Do you want to move forward with this project? Do you want us to wait for the second bid to come in so we have something to compare to? It would be coming out of the furthest gate if you are looking at the pool from the restaurant patio it is going to be the east side along that planter bed. There would have to be railings on both sides of this ramp.

Mr. Costello: I would like to see this held over until we can get another bid on it.

Ms. Wells: Okay.

Mr. Realmuto: As I mentioned to you outside of this meeting Christine, not only do I think we need a second bid, I mean this price seems very doable. This has the potential, if done wrong in terms of removing table space or creating too narrow of a path between

it and the chairs outside of it and the space between that and the pool, I really believe that we need to have a diagram so that we can visual exactly what it will look like and avoid any potential issues. My specific request was essentially for an overhead view with dimensions and distances and some kind of perspective to help us visualize it. That should be included with any quote or we don't know what we are accepting.

Ms. Wells: I did request drawings and was supposed to get those on Friday from the person that quoted it. I have not received it yet. The second contractor is very busy with no one to do the work so it is one of those projects that may take a while. When he said he was going to get me a quote on Friday it was a "don't hold your breath" type of thing. Again, this was an effort to bring it forward since it has been on the budget for FY 2021 and I can bring the second quote to the Board in August.

Mr. Plummer: If we could get the additional quote and the drawing it would help to make a decision based upon all of the data.

Ms. Wells: I agree.

Mr. Howison: Is this the kind of thing that some of Alan's contractors would do? For instance, would SNS do a project like this?

Mr. Rayl: There is one way to find out. We can run it by him. We can have somebody give us a quote.

Mr. Realmuto: My only question on that is how much would it cost us on the engineering side of things for us to ask them to give us a quote? Is that something we can ask directly and save a little on that end?

Mr. Rayl: We talk to them regularly. We have a lot of projects going on with them right now. We can forward an email to him and ask.

Mr. Plummer: I was going to say it is not really asking for an engineering factor of it, it is just having them contact Christine about getting the quote.

Ms. Wells: The third thing was the addition of a handicap door opener on the east side of the building. It is the glass door by the conference room. The installation of a door opener there. The total goal is just to have accessibility at all of the majorly used entrances to the clubhouse. There were two quotes included in that and I did ask for a third quote. The third quote went to spam but he forwarded me the quote. I sent him the information but have not heard back. I figured the two quotes included were fairly reasonable.

Heritage Service Solutions provided a quote for \$945 that did not include electrical. Matt reached out to Kincaid and it would cost approximately \$200 to run the electrical to the door opener. It would be a push button put out on the brick wall, and an interior one to open and close that door. There was another quote from Stanley that was significantly higher at \$2,538.

Mr. Realmuto: I think that is a great idea to do that on the east entrance. When I saw the numbers and how cost effective it is, my question to Christina would be well would it make sense for us to do this on the west entrance that we are adding the handrail to as well. It would probably be an additional expense there because the door opens out and there is no place to put the button that you push without being in the way of the door opening so they would probably require a pedestal or something. I just wanted to bring that thought up to see if there was any interest about getting a quote on doing that as well. I don't know if it would help to have them done at the same time, but regardless it is something we should know what it would cost to do.

Ms. Wells: I did look at pedestals to see how much they would cost and they are about \$500 per pedestal. There were ranges though going from \$200-\$500. We may even get it more reasonably priced going through them and we would just have to install a concrete pad on the south side of the path. It would be an additional cost of the pad, the pedestal, and then the button is included in the price.

Mr. Costello: Is there anything we could attach to the handrail that would hold the door opened?

Ms. Wells: I would have to check and see depending on the option we went with. I would reach out to them and see. The company, Stanley, recommended putting it on a pedestal so that is the direction I went just coming from them who install them all of the time. That is an option we can look into.

Mr. Costello: If it is a matter of there being a problem with the location of it, maybe the handrail could become an option of putting it directly on the handrail. It doesn't seem like something like that would cost that much.

Mr. Plummer: In either case, it needs to be on the same side. Meaning the button on the handrail. Whether it is attached to it or on a separate pedestal, it needs to be on the same side of the wall. Any other information before we move forward on this?

Ms. Wells: Do you want to pause on the door opener coming from the east parking lot, or move forward with that one and I can bring more information regarding the west?

Mr. Costello: At the CDD II meeting it was brought up, and Alan, I think you backed this up, that as we are getting quotes if we allow them to go too long with the way that inflation is going, people are coming back saying, "Yeah it was \$945 but now it is \$1,045" we may be better off to just take this year and do that there, then have them come and give us some other ideas on what to do for the other door.

Mr. Plummer: Yes, I think with that amount of money that it is the smart move to make in that case.

On MOTION by Mr. Realmuto, seconded by Mr. Krumrie, with all in favor, the Quotes for Additional Accessibility Options at the Clubhouse, from Heritage Service Solutions, with a NTE Amount of \$1,200, was approved.

Ms. Wells: There was one other thing I wanted to bring up under the Focus 2025 Review and this is probably going to come as a shock to everyone. One of the things that they mentioned was traffic control in Lake Ashton and the feeling that the roads were unsafe. I wanted to see what supervisors thought. I started doing some preliminary research on different options. These are options that I believe were brought up to previous Boards so we are revisiting this again. There are a couple of different options of things that we can do to add to what we currently have. I said I was not going to bring up speed bumps or speed tables because I know how everyone feels about speed bumps and speed tables. I know the complexity with the amount of emergency vehicles coming through the community. A couple of options I have come up with, and the purpose of me bringing it up now is to see if Supervisors want us to move forward to do more research and come back with formal quotes if we want to add it as a capital project for Fiscal Year 2022. I am bringing it to you guys to see what you want us to do with it. The first is stop sign cameras. That is one of the options as well as flashing stop signs. Flashing stop signs let people know that there is a stop sign there. I know that is probably one of our biggest complaints that we get in the community, that people do not stop at the signs. I have reached out for more information about the stop sign camera. It is very ambiguous

when you look online, so I don't have a preliminary quote for that. Flashing stop signs are approximately \$800-\$1,500 each depending on if you want just the strip around the stop sign or if you want the word "Stop" to be lit up as well as around the stop sign. That price was just for the actual sign and the solar power element to that. Going to the speed signs, they have something similar as a flashing speed limit sign. They are approximately \$1,000 each which includes the speed limit sign with the flashing LED lights around it and does not include the pole. Finally, they have a radar speed limit sign which would be an actual sign that goes on the pole with the speed limit sign that shows the drivers how fast they are going. Those are more expensive. They are \$2,800-\$3,500 each. I don't know where you want us to go from this. If you want to do a study to figure out the best locations to install these, or if you want to move forward at all with it. I figured I was just doing what residents would like with the Focus 2025 surveys and it is an issue that keeps coming up right before every meeting that we have.

Mr. Plummer: I think we all saw a letter that came from a resident this last week and I had the exact same thing happen to me about three weeks ago. I stopped at that stop sign in my golf cart and as I started forward, a woman in a vehicle with California plates and is written down on a piece of paper at my house, came through and then went around another parked mowing truck and almost hit a golf cart coming the other way. I don't know if the signs do anything, but I can tell you that some people are morons.

Mr. Realmuto: It sounds like that raises to the level of reckless behavior and I don't know who would be the appropriate Supervisor to reach out.

Mr. Costello: The other thing is that we are not here for traffic enforcement. Quite honestly, these people just weren't obeying signs that were there. Stop signs are not optional. You have to stop. 20 mph doesn't mean 30 mph, it means 20 mph. I don't understand why half of these people are in a rush because they are retired. It is not like they are late for work.

Mr. Howison: Where are they going?

Mr. Costello: I have no idea but wherever it is they are in a rush to get there.

Mr. Plummer: They are trying to get to the restaurant for the last alcohol.

Mr. Costello: I honestly wonder about the mental capacity of some of these people. I am afraid to stop at the stop sign coming in because I am afraid of getting rear-ended. I

am constantly looking backward in my mirrors to make sure that no one is going to come through me. The other night there was a sign that said "Do Not Park Here" and there was a car parked out there for 3 hours. Does this guy have special license plates? I want to get a set. It is ridiculous.

Ms. Wells: Like I said, this is something that is brought up quite often. I figured since the Focus 2025 survey came out with the same information, that we would tackle it again to see if we want to move forward with any kind of traffic calming options, or if we want to continue what we are doing with meeting with City of Lake Wales and doing education via email blasts and newsletters.

Mr. Costello: I fully understand why people are upset. It is about time that some of the people grow up in here. I don't know what to tell you. I personally think you can do anything to the stop sign and they are still going to do whatever they want to do.

Mr. Plummer: You are correct Mike. You can put all of the signs you want; it still takes compliance from the people who can read the signs regardless of if they are lit or not lit. The only thing that seems to work in this type of situation is enforcement. I have worked diligently with the local Lake Wales Police Department about patrols in here and I will meet with them again and reiterate that and ask for significantly increased patrols. I will not ask them to come in here and write tickets. I will ask them to come in here and take care of what they see. If they think it deems to be a ticket, fine. If a warning works, that is good as well. Sometimes just the presence helps. It seems like if we see a police officer stopped here and has a resident stopped, most likely the rumor mill will take care of most of the publicity we need on that. I think that opposed to spending money on the visibility of the signs, let's just try to increase the enforcement and see if we can get some compliance that way. It takes each individual complying.

Mr. Costello: One of the things that a lot of towns do is that they take an empty patrol car that is not being used and they park it somewhere. In the beginning it is going to scare people and maybe they will slow down. There has to be a solution. I think it has to come through the police department and not us.

Mr. Plummer: I will be sure to meet with them in the near future and see what we can come up with.

Mr. Realmuto: I think that the issue with both stop signs and speeding is the egregious cases. We have to be careful here about enforcement. I do agree with enforcement, but the behavior we want to change are from those that go flying through the stop sign as if it were not there. I would be less concerned about someone who slows and rolls through the stop sign than the ones that blast through the front gate as fast as they can make the turn.

Mr. Plummer: I disagree Steve. That sign says, "Stop", it doesn't say slow down and roll through it. Then it is questioned if 2 mph too fast, is 5 mph too fast, well 15 mph I can still stop. So, it is ambiguous to say that if you slow down to 2 mph you don't stop. Maybe it could be a warning at 2 mph and a ticket is at 20 mph. That is where the difference comes in. I don't think you can arbitrarily ignore the ones that roll through.

Mr. Realmuto: Understood. Maybe that is the right answer and only the police can determine that. It is at their discretion. My concern is that if it is going to be enforced to the letter of the law, virtually every single person going through every stop sign would receive a notice. I have seen very few exceptions to that.

Mr. Plummer: That has happened before. I think that part of it in this case is, from my conversation with the Chief and the Traffic Supervisors, is the fact that they need to enforce the laws that they deem necessary as far as if it is a warning or a ticket. That is the way you go with it and not dictate what they do when they come out here. In my law enforcement days, if I stopped someone my attitude is that you probably can't talk yourself out of a ticket, but you can certainly talk your way into one. I think that is the way to go here instead of spending the extra dollars to light the signs that, most likely, still won't be obeyed. Any additional comments?

Ms. Wells: I also spoke to Valerie, and in each LA Times there is going to be an education section. Basically, this may be a stop sign graphic with 20 mph. Next month is going to be a graph that shows that if a pedestrian is hit at 20 mph that the likelihood of that pedestrian passing away is very high and only increases the faster you are going. We will continue with that route as well.

Mr. Realmuto: I think outreach to the community like that could certainly help and is one of the things that can be done. Enforcement, or requesting enforcement, is another and is kind of a last resort if behavior is not changing. I wonder if there are other things

we could look to doing. We have a lot of resources in the community, like the CAP program, that has patrol cars that looks very much like a Sheriff's car. I wonder if one of those were parked there with someone in it if it would make people more aware particularly visitors. My concern is enforcement can change the behavior from anywhere from a day to a week after they are here, and then everything goes back to normal. It strikes me that it needs to be done at least in problem areas on a regular basis to change behavior.

Mr. Plummer: I am always asking for more patrol. That is just having the car in here and seeing that helps as well. If we could increase the amount of patrol, that would also help.

Mr. Realmuto: What I am taking away from this discussion in the financial perspective is that there is no desire to include any funds for this in the FY 2022 budget.

Mr. Costello: Yes, you always take into consideration the financial exposure. By the same token, do you want to spend money for people to just do whatever they want to do? I don't. Personally, I don't. I would rather bring in law enforcement and let them do their job.

Ms. Carpenter: There is an option to pay police to come spend additional time. We have found that works better than paying for all of the other miscellaneous things. If things ever got bad enough, that is usually an option with most police forces.

Mr. Plummer: Okay, I will have a long conversation with the Chief. Anything else?

Ms. Wells: That is all.

Mr. Realmuto: Before we move on from the Focus 2025 item, I know we didn't approve everything that was presented, but perhaps the message I would like to convey to residents is that I hope you can see that we are taking the results of that survey and all of your comments very seriously. The process can be ugly but hopefully you can see that we are moving as quickly as we can to address these concerns. I would like to thank Christine and the rest of your staff for moving ahead diligently on all of those. Thank you.

**SEVENTH ORDER OF BUSINESS**

**New Business/Supervisors Requests**

**B. Landscape Maintenance Contract Review**

Mr. Costello: In going through it, this was pretty much what we had prior. I believe that they did go up 2% at one point during this year. They also took over the maintenance of our fountains.

Ms. Wells: They haven't gone up 2% yet. They are going up 2% for Fiscal Year 2022, so the contract is from October 1, 2021 – September 30, 2022.

Mr. Costello: What did it cost for us to maintain fountains prior to them taking over?

Ms. Wells: It was a little over \$200 a month.

Mr. Costello: So, it is kind of like a wash. I think we should reword it.

Ms. Wells: They also haven't had an increase in about 3 years. That is as far back as I could go when I was doing the maintenance contract analysis.

Mr. Costello: They have been good to us, let's be good to them.

Ms. Wells: In addition to them including the palm tree injections and fountain maintenance at no additional charge, the scope of services that was included in the packet, I actually found a more recent scope of services. Dana and I are working on those two scopes of services to make sure we are up to date on what we are currently doing and that it is included when we renew the contract in September. Dana did mention that they are going to be adding a clause to the contract that reflects the prorated agreement for installation of the rock so that will change.

Mr. Realmuto: For me, this wasn't so much about considering putting the contract out to bid or changing contractors. It was more about us reviewing the existing contract and updating what needed to be updated. One of the issues was that the addendums referred to something that is 15 years old or something. I think it is important for it to be updated as a stand alone and be all inclusive as a stand alone document. Christine, you indicated to me that was being done so there are not going to be any references.

Ms. Wells: They are going to be adding the installation of the annuals which you changed a few months ago to three times per year. They are going to add that to the contract as well. It is all built in. The only additional charges we should see from Yellowstone would be plant replacement or irrigation repairs. Everything else should be bundled into the contract.

Mr. Realmuto: When you say the only thing, we will see is plant replacement, we aren't talking about annuals or any other expected things we are talking about one-time things that we ask them to do in addition that weren't previously planned for.

Ms. Wells: In the budget each year there is a plant replacement line item that is \$7,000. It is to replace any plants that are at the end of their useful life. That would be the additional charges. If something we had, where Blue Daze was not doing well and moved it to another area and replaced plants where the Blue Daze was.

Mr. Plummer: I assume it also updates the areas under the contract that we are maintaining? Originally in the contract there were some areas that were missed that we have come back and added to.

Ms. Wells: Yes, we had an addendum too for the maintenance of the area around the ponds on the golf course. That is one of the things that Dana and I talked about in the current scope of services. It gives a linear feat that includes the areas around the pond that they maintained prior to the addition of the golf course ponds. We are going to update those linear feet as well so it includes that.

Mr. Plummer: So, we are going to go back and make sure that we have all of the areas that got missed, including this contract as well?

Ms. Wells: Yes. Is there anything else to add?

Mr. Realmuto: I know one of the things I had asked, and it sounds like it has been done, is essentially to try to ensure as much as possible that it was an all-inclusive contract other than the one time and for things we request even if we plan for them. There is essentially one budget item for continuing landscape.

Mr. Plummer: The reason for my question was, as we took over the mowing from what the golf course was doing, we missed some of those areas. Then, all of a sudden, we find out that we are not maintaining those areas and we should've been. Some of them we have just passed over, so we need to go back and look at that to make sure we have them all covered.

Ms. Burns: It sounds like what we might want to do is a new contract with all of these. We have done a lot of renewals. There is some e-verify information that likely will need to be included that was new. Christine can work to get the scope with Dana and get

everything presented. We will get it to Janet. We will put a new agreement instead of the one-page renewal. It will be a new agreement on the agenda.

Ms. Wells: Would it be helpful to include a map of the areas that they mow? The ponds they mow?

Mr. Plummer: Yes.

Ms. Wells: Okay, Dana and I will work on that as well.

Mr. Realmuto: Lloyd, is that something you want to review just to be sure we are not leaving anything out?

Ms. Burns: If we can get the scope, the quote, and it put together with the map, you can put it all together under one contract.

Ms. Wells: Sounds great.

Mr. Plummer: Next on the agenda is the consideration of options for the repairing of Paver Crossing inside main gate entrance.

### **C. Consideration of Options for the Repairing of Paver Crossing Inside Main Entrance Gate**

Mr. Howison: A resident brought to our attention that a couple of months ago the path from hole 11 green to hole 12 tee was deteriorating. Alan looked at it and so did a contractor. The repairs are not that difficult. It will entail removing the pavers, but also removing the concrete band that is just north of the pavers, which boasts pipes that are leaking beneath. That repair will only take one day, but concrete needs to cure for a couple of days. The real issue here is how do we address traffic routing and traffic control during that 72-hour period. Alan, if you want to expand on the repairs?

Mr. Ray: Sure. You have a copy of an 11<sup>th</sup> hour quote that came in. At last month's meeting, we approved a NTE \$5,000 amount. If you look at this quote and break it down, the total is \$6,078. \$750 of that is involved in repairing the irrigation line. \$3,078 is the repairing of the roadway which includes the concrete header curb and the pavers as Supervisor Howison described. About 40% of it is the traffic control. That is a bigger part of this than you would normally see if you were repairing a pothole. It is a different animal here. Mr. Howison provided a really good traffic rerouting plan and suggestion for both vehicles and golf course traffic. I provided that to the contractor, and told him to make the traffic control plan according to that map. What it would look like is flagmen during the

time the work is being done. Then, there would be a barricade and the road would close making it entry only configuration for the following 48 hours. Along with the signage you see on that Exhibit, there would be about 14 detour signs throughout the remainder of the community directing exiting traffic to the 653 gates. Those would remain up during the duration of the cure time on the concrete and then they would be taken down after that.

Mr. Howison: I have one question. To explain to the folks here and watching from home, we have several options. We can allow two-way traffic if we wish using the outbound lane from the Thompson Nursey Road entrance. That creates a series of problems though. We could simply close the inbound lane, and allow outbound traffic, but respect to emergency vehicles and so-on that creates a set of considerations. What I had recommended was to close that gate to outbound traffic, and to bring inbound traffic through the outbound lane. My question Alan, in that case, is that I am not sure what the flagmen's purpose would be.

Mr. Rayl: They are for drivers who do not pay attention to signs. When the workers are there, it is an extra safety measure.

Mr. Costello: One of the things is, we have a gate at the end of Berwick. That could alleviate a lot of problems as far as bringing everyone in through Berwick, and just having someone stand there. You don't really need two flagmen. You need one person to monitor it and have everyone go out the normal path.

Mr. Howison: That is an option.

Mr. Costello: Personally, I think that is probably the best option. Once again, we are going to have to put signs up and I hope people read them.

Mr. Plummer: If we use the Berwick gate, does that mean we have security at the Berwick gate? And that would be 72-hours of additional security?

Mr. Costello: The only thing there is if you have flagmen, you are going to have to have one at one post and one at another. You are cutting it from two people to one person. There are a lot of options. You can open Berwick to outbound traffic if you choose.

Mr. Howison: There are a lot of options. You can open Berwick to outbound traffic if you choose.

Mr. Costello: One of the most important things, and I saw it in here somewhere is for us to talk to our emergency services and let them know that if they are going to have

to come into the community, they are going to have to use whichever path we choose. Like I say, using Berwick is probably the best results because you are only going to need one person to monitor it.

Mr. Realmuto: There are a lot of options here Lloyd. What I think I heard you recommending, or I will speak for myself here. The option I like best was making the outbound entrance inbound only. I like this because it doesn't require us to change anything. Particularly, if we didn't utilize the outbound gate, and for inbound traffic utilized the existing inbound gate, and put-up cones and signage so that vehicles would take a left at that turn around inside of the gate house. They could come into the outbound gate, take a left there and then a right into the outbound lane to come in. You would need someone at the other end to make sure there is no traffic coming in. that essentially takes care of the entrance. The other option you can consider separately, is do we provide another exit or have traffic use the 653 gate. We can choose to utilize Berwick as an outbound gate. I think that would work most smoothly and ensure that emergency vehicles can get in here as quickly as they need to.

Mr. Howison: I think in any case, it is going to be an inconvenience for folks because it will require additional security. If you used Berwick as an inbound gate, or as an outbound gate, or both, we will need to have security there and some sort of control. The other thing is that the folks that live on Dornoch, Gullane and near Muirfield Loop would be inconvenienced because they would not be able to as easily exit the community. Option one, if we took your suggestion Steve, option one is to route all traffic up the county road 653 gate. Option two would be to open that Berwick gate as well and have them be able to exit there. That is why I wanted to bring it to the Board. The other things we should consider are that we are probably in the next 30-45 days going to be at the lowest population of Lake Ashton of this year. I know that at least 2 of the 5 Supervisors will be gone several weeks in the next month. Also, school will be coming back in mid to late August. Exiting through the county road 653 gate becomes more problematic because the traffic there. I would like to see us make a decision and move it along quickly if we can.

Mr. Realmuto: One question I have, the maintenance of traffic item on the quote, does that include the flagmen at the two locations we were talking about?

Mr. Howison: Yes, that includes the flagmen and all of the signage. They would provide those signs for us.

Mr. Realmuto: I want to point out that if we want additional personnel, we do have security and they are provided at a fairly low cost per hour. We might consider using them as well.

Mr. Costello: I make a motion that we use the gate as the incoming, and Berwick as outgoing, and we post somebody in it. The reason I say that is that this way they will be checking people in as they come. Visitors and everything else. We will still have the knowledge of who is in here. I think we are better off bringing everyone in through the gate and having everyone go out through Berwick. It is 72 hours. I don't like to inconvenience people, but at the same token, I think it is the safest way to do it and of course I would like to see us make the emergency services aware of what we are doing.

Mr. Howison: I will second.

Mr. Plummer: I have a motion and a second to use the main Thompson Nursery Road gate as what is now the outbound being the inbound traffic for the community, and the outbound would-be Berwick or the 653 gate, whichever they choose. My question is, there is no reason not to allow inbound traffic at Berwick as well? If it is open for outbound, you might as well let them come in there.

Mr. Costello: The only reason I said that was because of the fact that people coming into the community. We had a situation in December when we had a porch pirate that made it in here and I would like to see us have the knowledge of who is in this community.

Mr. Plummer: I think if we open the Berwick gate, we would have to have security at Berwick for 72 hours.

Mr. Howison: It would have to be monitored. For the residents on Berwick, there would be a lot more traffic.

Mr. Costello: I hate to inconvenience anyone but somewhere along the line people are going to be inconvenienced. People are going to be frustrated, but at the same token we have to do the repair.

Mr. Realmuto: I am not sure I understand the need to allow people to enter there. If we want to use it as an exit then we should do that. Using it as an entrance creates a

problem that I am not sure of the need. Sure, emergency vehicles can enter there if it is manned, but I don't think we want to allow any other vehicles in there. I don't see what the purpose of that would be.

Mr. Plummer: I don't see what the conflict is. It is a two-way street.

Mr. Howison: I do think we have better control if we bring them through the standard.

Mr. Plummer: I think so too, but someone is going to try it.

Mr. Realmuto: The problem is that there are not turning lanes like there are at the real entrance and we could be creating a traffic problem there. That is the issue for me.

Mr. Costello: It could end up backing up onto Thompson Nursery Road and we don't want to do that. I think I agree with you Steve, that it is probably safest to bring people in through the gate that way we know who is in our community, and have people exit through Berwick.

Mr. Howison: I would like to add that in regard to the routing, it is going to require a fairly comprehensive communication program to our residents and also to the regular contractors that come in. Maybe give them some sort of a hand out the week before as they come through the gate. I don't know if the motion needs to include this, but Christine would probably be driving that train. I would be involved, but there would be some costs to making that happen. It won't be excessive, but if that needs to be addressed it won't be more than \$200-\$300.

Mr. Plummer: I think the addition to the motion would just be to make the appropriate notifications.

Ms. Wells: We talked about possibly including a map as an insert to the LA Times to show residents the way to get out through Berwick or through county road 653.

Mr. Plummer: Law enforcement and all emergency services will be notified of the situation as well. Our security will need to work out a plan to operate the two gates for 24 hours a day for those 3 days.

Mr. Wells: It would be an extra \$1,044 for 72 hours of continuous security service.

Ms. Carpenter: Does the motion also include approving the proposal?

Mr. Krumrie: Alan, when is this project going to begin?

Mr. Rayl: I do not have a scheduled start date from them, but I would get a hard commitment from them so we can make sure we are coordinated with Christine.

Mr. Realmuto: I have some other questions about the project itself and the quotes. Lloyd was asking about the plan and everything but I am not sure if that required a vote. One of my questions was about what other expenses will there be. If we approve this, there are a lot more expense to this than just this quote, as in signage or security as Christine mentioned. I am also wondering what on the engineering side there would be. For example, what expenses have we already incurred to get this, and what can we expect to incur. I am asking because I know in other projects there have been monitoring charges to have people from your firm here supervising the work and coming out and verifying it while it is being done or afterwards. I wanted to understand the scope of the project financially.

Mr. Rayl: I don't have information on what we have done to date. I know we had a meeting out here with the contractor and Supervisor Howison. We did the initial identification of that area when we did the payment inventory. We would probably be out here making a site visit for construction observation when the work was underway. It would not require anything after that. The site is secured after the concrete is poured and the pavers are reset. We don't have to come back out and check everything. With any type of construction work, the amount of time we have to spend is directly involved with the complexity of the project and the quality of the contractor. It is always going to vary. This is just a minor repair job in an inconvenient location that requires all of this planning for the traffic rerouting. We don't have to be involved with that either. We have discussed it with the contractor, and we are confident he will have all of the signage. As I explained earlier, all of the detour signage and closing off the work area during the work, we will have the flagmen there and present during the day of their work and then they won't be back again. That is the scope and scale of it.

Mr. Realmuto: From the engineering side, and I am still trying to understand the total cost of the project, under 5 hours?

Mr. Rayl: Under 5 hours.

Mr. Realmuto: I have one other question. We suspect, and only suspect at this point, that it is a leaking irrigation line. Do we know what type of irrigation line it is? I don't think we have any sprinklers there. Is it golf course irrigation?

Mr. Howison: It is golf course irrigation. There is a two-inch pipe and a four-inch pipe that runs under the pavement there and then head on to the 11<sup>th</sup> hole. We are not certain which of those lines it is. It could be a hole or a crack, but most likely it is a minor crack because of the amount of stuff coming up is not a lot.

Mr. Realmuto: Both of those lines are for golf course irrigation?

Mr. Howison: Yes.

Mr. Realmuto: The reason I bring this up is because one of the concerns about the purchase of the golf course and operating the golf course was the age of the irrigation lines and becoming liable for repair expenses on the irrigation lines. I would like to hear from Jan or anyone else on who is responsible for the total cost of this repair. If it is a golf course irrigation line, I believe the golf course is responsible and not us.

Ms. Carpenter: I would have to go back and look at the contract. I don't recall.

Mr. Realmuto: Could you do that and get back to us before the next meeting please?

Mr. Howison: I don't want that to delay.

Mr. Realmuto: This is a side question and we need the information to pursue it.

Mr. Costello: In the contract it does have that part of it is the detour signs and everything else. It is not going to cost us anything as far as the signs go.

Mr. Howison: Right. The signs are included here as part of maintenance of traffic.

Mr. Realmuto: All of the signage?

Mr. Howison: Yes.

Mr. Plummer: In Mike's original motion, it was just for the traffic. Do you want to include the cost of the contract as well?

Mr. Costello: Yes, I would. I would like to include that we award the contract to SNS.

Ms. Burns: If we want to wrap it all together, it would probably be a motion to approve the contract to SNS, the additional security hours for the 72 hours, and then.....

\*Mr. Costello begins speaking\*

Mr. Costello: She gave us a price of what, \$1,000 or something? Was that for two or one? In the beginning we were talking about flagmen. There would have had to have been two. That is why I say out best bet is using Berwick as an exit and just having someone there to monitor.

Mr. Realmuto: Actually, two additional if we want to be safe. One at Berwick certainly, the one that is already at the entrance. You need one at the other end of what is normally the exit to the boulevard so that no one accidentally drives down there and you don't have an oncoming traffic situation. I don't trust people enough. Hopefully we would have a big "Do Not Enter" sign there.

Mr. Costello: Can't the person at the gate direct people as far as how they come in?

Mr. Howison: I think what Steve is talking about is someone coming down Ashton Club Drive and turning onto the Boulevard.

Mr. Costello: What we could do there is just put cones and "Do Not Enter" signs there.

Mr. Howison: We could cut them back across at Gullane Drive onto the inbound lane if we wish.

Mr. Rayl: Both of those connections are going to be barricaded with signage. It is blocked from exiting traffic.

Mr. Howison: They will be coming down the outbound, they will get to the Gullane Drive area, and they will cut back over to the inbound lane. When they get to the end, they are free to turn left or right. Anyone that is coming is going to be barricaded from coming down the outbound lane.

Mr. Realmuto: Are you suggesting that all traffic coming in that entrance will essentially be routed through Gullane Drive?

Mr. Howison: No. I am saying they would come in that gate and go down the outbound lane until they reached Gullane Drive, then we would force them over to the inbound lane.

Mr. Realmuto: Oh okay. I was missing that piece thank you. That is fine.

Mr. Plummer: Then the outbound lane at Ashton Club would be totally blocked.

Mr. Costello: Let's see if we can get this motion correct. Jill, you do it and I will tell you if it was what I was trying to say.

Ms. Burns: I believe it would be a motion to approve the quote from SNS Towing for \$6,078 and approve the additional security for 72 hours in the amount of \$1,044, and approve the traffic plan to use Berwick as an outgoing gate.

Mr. Costello: That is my motion.

On MOTION by Mr. Costello, seconded by Mr. Howison, with all in favor, the Quote from SNS Towing for \$6,078, the Approval of Additional Security for 72 hours in the amount of \$1,044, the Approval of the Traffic Plan to Use Berwick Drive as an Outgoing Gate, was approved.

#### **D. Acceptance of the Fiscal Year 2020 Audit Report**

Ms. Burns: I think this will be a much easier agenda item. If you turn your attention to page 31 there is a report to management that summarizes the entire report. There were no findings. There were no instances of noncompliance. The District does not meet any of the conditions for a financial emergency. It was considered a clean audit. It was submitted to the state as well. This is a report of an independent auditor and is what it is. We are looking for a motion for the Board to accept the audit report.

On MOTION by Mr. Realmuto, seconded by Mr. Costello, with all in favor, the Fiscal Year 2020 Audit Report, was accepted.

### **EIGHTH ORDER OF BUSINESS**

#### **Monthly Reports**

##### **A. Attorney**

Ms. Carpenter: No report this month. I was not given anything, so it is nice and quiet. Thank you.

##### **B. Engineer**

Mr. Rayl: Good morning. I will reach out to SNS and get a firm commitment from them and a start date on the payment repair. I will coordinate that with you, Christine. We also will get a commitment from them and their schedule expectations regarding the other payment repairs that are going on through the community and the repairs that we talked about at last month's meeting as well. Along those same lines, we requested quotes for

the Ashton Palm repair and then the one on Heath Lane we need to take some survey shots of the flow line of the curve to see how much of that is going to be involved to get back to a positive drainage scenario there. On the repair work on the ponds, the bids have been requested but we haven't received any bids yet as of today. In other non-construction stuff, I have been in contact with Green Star Bio Diesel, the company that provides the cooking oil tank. Until Friday, the person I had been dealing with was under the impression that it was a tank overflow issue. They were offering suggestions on adding degreasers and things like that. I let them know that it was not an overflow and that it was a tank failure. The entire contents were emptied out in the parking lot. The end result is going to be repaving a section of that. We are expecting them to participate in that with us. I asked them to let me know who I need to speak with in that regard. They were trying to dismiss it. That was an end of the day Friday email and I have not heard back this morning. I will keep following up. The last thing I have is that we reached out to Bridge Builders USA. They were involved in some of the original bridge construction in the community. They are working their way through some other projects across the county. They will be back in Florida in late August. We are trying to get on their calendar to get them to come out and give us an assessment of the bridges and recommendations of things we can do with what we have in the existing conditions. If we need to spend money on sealing or repairing, or anything the Board wants to explore. We are hoping that late August or early September we will be able to set up a time with them.

Mr. Krumrie: Are latest bridges installed?

Mr. Rayl: I don't know.

Mr. Costello: Some of them weren't done. I think the one from hole 7 over to hole 8, that was redone about 5 years ago.

Mr. Howison: I also think the one over on the 1<sup>st</sup> hole east was done at that same time wasn't it. It was redone.

Mr. Costello: Yes, I think it was done at the same time.

Mr. Plummer: Was there any warranty that came with that work?

Mr. Costello: That was actually before I was here. That would have been a golf course issue. That would have been Maxwell because they owned the golf course at that time.

Mr. Realmuto: Not all of the bridges you are talking about but maybe some of them.

Mr. Costello: The bridges I am talking about, they owned. That was their responsibility. Even if there was some sort of a warranty on it, it would be in their hands not ours. They were the ones who would've taken care of that, not us.

Mr. Realmuto: I do think it is important for us to establish when the various bridges or repairs were made. We should have a list somewhere with dates.

Mr. Howison: I will reach out to Bob Zelazny.

Mr. Costello: He may have the information on that. Like I said, either way we have to maintain them at this point so let's see what has to be done and take care of it.

Mr. Howison: I wrote up a simple piece. We are going to try a few things. Matt and Jared are going to make some repairs to the one bridge that is going to the 1<sup>st</sup> hole on the east. This is almost as a trial to see how things work out. We are going to seal most of the boards we replace. I think what we are going to do is ask them to leave a couple unsealed and we will compare how they ware over the next year. My goal as we move into Fiscal Year 2023 would be to have a strategy for managing and maintaining these bridges over the long-term that would minimize our costs.

Mr. Costello: As long as we are on the subject, there is a section of bridge from a while ago as you come over to hole 1, I don't know if you can salvage anything but I think it is more than an attractive nuisance and a liability.

Mr. Howison: I agree if nothing else that it is an attractive nuisance.

Mr. Realmuto: I think Lloyd has proposed the way forward of essentially using the bridge to hole 1 as a test. I don't know if that requires a motion.

Mr. Plummer: I don't think it does.

Mr. Howison: Our total cost for the first phase of repairs is going to be under \$300. Alan put Matt in touch with the saw mill. They are all custom cut boards especially on curves. We don't know how we will deal with everything. The boards were \$17 a piece which I thought were a good price.

Mr. Costello: You've said in the past how everything has escalated so much in such a short period of time. If there are things that need to be done, now is the time to maybe look at doing them because I don't foresee it coming down right away.

Mr. Plummer: The proposal of moving forward on the testing of doing minor repairs is a good move. I don't think we need a motion at this point to do that because it is maintenance.

Ms. Wells: In regards to the bridge repairs, I was able to pull up an old email and it looks like the repairs done in October 2015 that were presented to the Board at that time were for the bridge repairs on hole 1, hole 3, hole 4, the bridge going from hole 4 to hole 5, hole 5, hole 6-9.

Mr. Plummer: Yes, it was most of them. Thank you for that information.

**C. Lake Ashton Community Director**

Ms. Wells: This was included in the agenda packet. I want to highlight a couple of things. First, for the month of August we are doing Camp Lake Ashton again. We solicited sponsorships and Caroline was able to get six \$350 sponsorships so all of the activities for that week are free to residents. There is information on all of the activities happening there. Moving along, there is a list of activities we have coming up. Cheeseburgers in Paradise is going to be a lot of fun. There is a save the date for the Rock the Block. I want to point out that we are working with Yellowstone and they are going to be getting some plants for inside free of charge so we are happy to be working with them on that event. We are also working on the 2022 Entertainment Series. It has been a lot more negotiation with artists than I have been able to do before which is a good thing. The August newsletter has some save the dates just to give residents an idea of what to put on their calendar for 2022. In the September timeframe we will release the different acts along with a schedule and a letter will go out to all of the current season ticket holders. Anyone who renewed or purchased a season ticket in 2020, they still have the same seats, everything basically froze for the entertainment series for the Fiscal Year 2021. The Doo Wop Reunion was rescheduled to March 3. There were two shows that Marie scheduled from the 2020 Entertainment Series. The Doo Wop is March 3<sup>rd</sup>. I wanted to point out that for Celebrate, I believe I had the date as April 8<sup>th</sup>, but it is actually April 1<sup>st</sup>. That will go out with the August newsletter as well. We are working on bus tours starting January 2022. Holly will be at Monday coffee in October to promote those trips. We are doing more overnight trips and we have a couple of extended trips for that. The pancake

breakfast has been going well. We have been getting a lot of feedback from residents so we are excited about that. Ashton Tap & Grill will also be part of Camp Lake Ashton. They are going to do cooking and foil packs at The Pavilion. I am not sure the exact number of people that we have, but whoever signs up for that will be free as well covered by our sponsorship. In relation to Monday Coffee, I know Supervisor Costello wanted me to reach out to TECO to see if we could have them at Monday Coffee to discuss some of the issues in the neighborhood. They are not making in person visits right now. I am working with a reliability specialist for why we have frequent outages in Lake Ashton. I have yet to have an email from him. It is not very reliable, but I reached out to see if there are any repairs that are needed that may be causing these outages. One of the follow up items from the last Board meeting was that Supervisor Costello and I made a very lengthy trip out to a warehouse to evaluate the chairs that were presented in the last meeting. We spent more time driving than we did at the warehouse because as soon as they pulled the chairs out it was very apparent that the Timberlane chair is the only chair that is going to work. The 383 HD chair is very small. The gentleman at the warehouse didn't feel that it would be conducive to an environment where people are sitting for a long period of time.

Mr. Costello: There was a very noticeable difference between the two items. It was like night and day. I don't think they left us a choice. The more expensive one unfortunately is the one we want to look at.

Ms. Wells: We wanted to make the least expensive chair work but there was no way. I believe at the last Board meeting there was a NTE \$6,250, and it would come out to \$6,002.96. I wanted to bring it up to the Board and make sure everyone is still good with moving forward. If so, we will go ahead and place that order. The designated smoking area has been highlighted in the newsletter as well as via email blast. The tables are set up and communication has gone out to residents regarding that. I mentioned already that Yellowstone is maintaining the fountain at the Clubhouse on Thompson Nursey Road as of July 1<sup>st</sup>. Extreme Graphics is working on fabricating the amenity signage that was approved at the June meeting so we are moving along with that project. Does anyone have any questions on the report before I move to the budget list? Regarding The Bowling Alley Well Points system, I got another email from Barry this morning who is the contractor on that project. We have a couple of minor things still there. It has been very interesting.

We are going on a year working on this project. They did one part of the electrical repair to the well point. They need one more component to be fixed. We need to coordinate a date with Annie to come and do the tile at the restaurant that they had to demo when they did the recon. We have some plants that should be installed this week or next right around the air conditioners. The main entrance landscape refurbishment is almost there. The rock is being delivered and it is almost installed. They are doing prep today and tomorrow which will include putting down a barrier. They are laying rock. Wednesday they are supposed to start doing the rock at the main entrance and then you will see piles of rock, some in the east parking lot and some in the west. The willow trees that I mentioned have been trimmed. There was one that was cut down, and it was done at no additional charge. There is a dead palm tree, it is a Queen Palm in the west parking lot, that will be removed. We are also looking at removing a tree that fell out of the conservation area behind Berwick. Alan went and marked where the property line is and was able to cut the portion of the tree that was in the homeowner's property line. Regarding applying the sealant to the east golf course bridges, Matt and I are working with one of the GMS Field Managers and are looking so see if we can find out how many hours, we need to seal the bridges, we can get a quote for additional labor to come in and help Matt and Jared with sealing the bridges depending on how it goes with the trial project we are working on.

Mr. Plummer: Any questions for Christine? Thank you.

**D. Operations Manager**

Mr. Fisher: The first page identifies where staff rode around with Supervisor Howison with us. We checked all of the ponds on CDD property and everything looks fairly good. We identified one problem area near hole 10. This pond is GC 7. There is a large body of algae on the southern end of that pond. Archie, the account manager for this site, mentioned that due to heavy rain and nutrient run off into the pond and said that their guys would hammer it down every time they are out here with their copper sulfate spray. Next month we will take a peek at it and see how it has improved. It did include their inspection for what they did when they came out. There was minimal damage from Hurricane Elsa. The only thing was that a stop sign fell down the pole at the Ashton Club intersection and Jared got that repaired Sunday after the storm had passed. Also, it was

requested that staff include a Stop Bar Painting Tracker, and I went through the community and identified a handful of areas. For the product, I am still speaking with a couple contractors on a good application method. As soon as I get any go ahead on a good product, we are most likely going to cone the area to detour traffic around. I was thinking that staff could start in the palms area. It seems like it will give us a good idea of how this is going to work with drivetime and less traffic. There were quite a few stop bars that needed attention over there. I will update the Board at the next meeting. Lastly, what Lloyd had alluded to about the bridge near hole 1, we did find a good saw mill contact out of Plant City. They are cutting 10 boards for us as we speak. They are \$17 a board. As soon as they are done, which he said he could have them cut pretty quickly when I spoke to him last Thursday, he mentioned at the beginning of this week. I am going to email him and see where he is at with fabricating those boards and I will drive over there and grab them and bring them back. Hopefully, I will get with Lloyd, but maybe when the golf course is closed, we can go out and take those down. Jared and I can. We will get that tackled and I will update the Board at the next meeting with pictures and stuff. We did include a picture here of how the boards are chipping and basically how they are warping. Any questions?

Mr. Realmuto: I want to say thank you Matt for all you do in keeping the community looking good and maintained. We all appreciate that. IN addition to all that you have mentioned or are on the tracker, I think you had a pretty significant effort cleaning up things too. I have noticed all of the trash and recyclables moving out of that storage area behind the bowling alley so that helps. Thank you.

#### **E. District Manager's Report**

Ms. Burns: Since our last meeting, the mailed notices on the post-assessment increase were sent out so all residents should have received those. We only received a couple of calls as a result of those letters going out. Most of those were just questions on if the \$94 was an annual or monthly increase. We clarified for those residents that it was an annual increase of \$94. A lot of people were also asking about paying off their debt assessments when they got those letters. If anyone is interested in paying off your debt assessment you can contact my office at any time and we will be able to provide you with

those figures. The last item I have was a public comment that was brought up. We usually set our fiscal year meeting schedule at the meeting where we adopt our budget. That will be on the agenda for the next meeting. Generally, we go forward with the same schedule. Does the Board want us to include that as the schedule? Okay, we will include that as part of the resolution to adopt that as the same schedule. That is all that I had unless anyone had any questions.

Mr. Realmuto: I have a question about the bonds. For those residents who haven't paid off their bonds, I know the CDD II recently refinanced one of their bond offerings. The interest rate is considerably lower than I believe those who are paying off the bond now. I believe it is 5% where the rate they got was closer to 2.5%. is that something we should be looking at to help our residents out?

Ms. Burns: You have already refinanced your bonds.

Mr. Realmuto: We did it once. Who says we can't refinance again at a lower rate?

Ms. Burns: It is in the document.

Ms. Carpenter: There is usually an amount of time that they have to stay outstanding, and since you just refunded once, you wouldn't be able to do it again this quickly.

Mr. Realmuto: Can someone look at what the term is for that and when that could be done, because it was a couple years ago at least.

Ms. Burns: It is usually at least 10 years.

Mr. Realmuto: While you are checking the other contract, you can take a look at this one as well.

Mr. Costello: In 10 years, wouldn't most of these be paid off anyway?

Mr. Realmuto: We would be getting close.

Mr. Costello: It would probably be that close to everything being paid off anyway.

Ms. Burns: I will check it, but for those of you who were in attendance at the Lake Ashton II meeting you usually get one shot at a refinance. There is a certain amount of time after they are issued where you can refinance and then there is usually a 10-year call provision, and by that time you are getting close to them being paid off, but we will absolutely look.

Mr. Plummer: Thank you Jill.

**NINTH ORDER OF BUSINESS**

**Financial Report**

- A. Combined Balance Sheet**
- B. Capital Projects Reserve Fund**
- C. Statement of Revenues, Expenditures, and Changes in Fund Balance**
- D. Approval of Check Run Summary**

Ms. Burns: Financials are included in your package for review. Steve gave a good summary of those earlier in the meeting. If anyone has any questions, I would be happy to answer them. I don't have anything in particular to point out unless anyone has any questions.

Mr. Realmuto: I have a question. At the end, to remind people, there are two different accounts that checks are drawn from. My questions are about the Capital Project Fund and how you choose essentially what to take out of the Capital Project Fund versus the general fund. I am curious to what the reason is for those versus other things that perhaps capital projects, like the pool placement, that came out of the General Fund.

Ms. Burns: Usually if it is a project that is listed in the budget for the current year as a capital project, for example a road pavement for \$25,000 listed in the capital projects, this would be paid from that account. Generally, it would just be coding from Christine.

Mr. Realmuto: So, it is not necessarily things that were specifically identified in the current year's fiscal budget. Some of these things weren't know but are included in the categories.

Ms. Burns: Do you have one in particular?

Mr. Realmuto: Yes. The drain in the pool pump-area for example. I don't think that was contemplated there, but maybe it is under something else. The demo and repair of the curve inlet I believe was something that was damaged and is actually being reimbursed. I assume we will start to see that reimbursement show up at some point later. The reimbursement would go to the general fund then, right?

Mr. Plummer: If there is nothing else in the financials, we will move onto item 10.

On MOTION by Mr. Realmuto, seconded by Mr. Costello, with all in favor, the Check Run Summary, was approved.
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**TENTH ORDER OF BUSINESS**

**Public Comments**

Mr. Plummer: Are there any public comments?

Ms. Burns: I see none.

Mr. Plummer: Hearing none,

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests / Supervisor  
Open Discussion**

Mr. Plummer: I have one thing. We will put out a request for quotes for security. Those will go out at the end of July with a return at the end of August and be on the September agenda.

Mr. Krumrie: I have something as well. Last Saturday we hosted a wedding at the ballroom here and had about 200-250 guests. We served no dinner and no bar. It was strictly room rental. As a result, the parking lots got filled up and beyond. Residents were calling the restaurant and asking where they should park the car if they wanted to come down for dinner. That may be something we want to think about in the future, especially in the fall when there are more residents here. We need to make sure we have ample parking for people to utilize the restaurant.

Mr. Costello: Unfortunately, we are limited on space. The only thing we could do is possibly pave some of the overflow by the dog park. Other than that, I don't know of any space that we have as far as being able to put in more parking.

Mr. Howison: What is the arrangement with across the street? Is it a formal arrangement?

Mr. Costello: I've known that people will park across the street for different affairs and I don't think we have ever received any static from them as long as using their parking lot goes. Where are we going to put the cars?

Ms. Wells: We do not have a formal agreement. They usually do not push back too much if it is after hours, but the owner has made it very clear about liability with people who park over there.

Mr. Plummer: Is that lot filled Friday night as well?

Ms. Wells: I have no idea. It is always a challenge when we have events here.

Mr. Realmuto: Saturday night everything was filled.

Mr. Costello: The other thing is parking on the street. One of the things when you look at traffic flow throughout, we should maybe look at making alternate side of the street parking. During the day as you go through the community, some of the landscapers' park close to each other and you aren't going to get a golf cart through them, much less a car, or an emergency vehicle. I have driven emergency vehicles and they are not like driving small cars. You have to be careful going through. One of the things we should maybe look at is alternate side of the street parking where fire hydrants are on one side of the street and moving parking over to the other.

Ms. Wells: I have also talked to Mike who toyed around with the idea of possible putting in golf cart striping at the basketball court area just outside the shuffle board court. Residents have the advantage of being able to use a golf cart versus residents who are coming in for an event are not going to be using a golf cart. We could may encourage them to use golf carts to try to see where we could add additional golf cart spacing for situations like this. That would be good because there is already a ramp on the sidewalk to get up into that area so they would not have to block out any parking. Alan, I know you looked at it briefly. Did you say it was 40 golf carts?

Mr. Rayl: I don't think it was quite that many. I think it was around 30.

Ms. Wells: if Alan evaluates that basketball court area to see how we could position the striping to accommodate golf carts in that area and then just encouraging residents to bring a golf cart when they come to the restaurant if we have an event going on. There is parking for golf carts in the east parking lot around the circle and then if we add that then there should be ample parking for golf carts to get to the restaurant. It doesn't help when it is raining.

Mr. Plummer: I don't know that we have any solution to hash about today. It is something to think about. I think Mike talking about the small overflow area near the dog park, if you could take a look at that at your leisure and see what you think. I think it is limited in the number that could go there, but it would be an additional area.

Mr. Realmuto: I don't think there are any magic bullets here. The only thought I have, in case it helps anything, I think it is mostly about residents utilizing a golf cart if they ever can. There are times you can't for various reasons. I don't know if it would help if we had a few spots parked specifically for the restaurant parking only. This being so we

don't have the situation when we have a big event here and we can hold a couple of spots.

Mr. Plummer: There was a suggestion made by a resident to make the east parking lot residents only.

Mr. Howison: What happened Saturday night was that he got in the car and got here and there was no place to park.

Mr. Plummer: Right, but if you had residents only parking in the east parking lot then there wouldn't have been spots used from the ballroom.

Mr. Howison: How many spots are in this west lot?

Mr. Plummer: I don't know.

Ms. Wells: If that happened, then we will just have cars parked in the street because they are going to have to park somewhere when we have events like that. It is already a problem with just having an event here, then you throw in that extra element of restaurant goers. Security is supposed to be blocking off, and I haven't been to an event here in a while, the areas where they cannot park on the street and directing traffic onto the street once the parking lots are full. I don't want to solve one problem while creating another.

Mr. Krumrie: Can we get a number on how many parking spaces we have? These being both across the street and here?

Mr. Plummer: I think the whole issue is a long-term issue.

Mr. Krumrie: Is there anything we can do about employee parking somewhere else when we have large events too?

Ms. Wells: We usually encourage restaurant employees to park in that overflow by the Pet Play Park. That overflow area is a lot smaller now. We usually encourage them to park in that grass area to leave the parking spots in the actual parking lot for residents and guests.

Mr. Realmuto: From what I can see I am not sure that is happening to any extent at all. This being at least on the big banquet nights that the room is being rented.

Ms. Wells: When AAA Asphalt came out here, I took them to both of our parking lots to see if there were any changes in striping that we could do to add additional parking spots and they could not see any. The actual recommendation of putting the striping on

the basketball court for golf cart parking just came from us talking and looking at the different areas. Does the Board want us to evaluate that and see if that would help with parking? It would just be the cost of the striping.

Mr. Plummer: Does it really need striping?

Ms. Wells: I have seen how some of our residents park around the circle and in different areas. I think it would help maximize that area for parking.

Mr. Plummer: I also see them ignore the striping.

Ms. Wells: That is quite possible.

Mr. Realmuto: Speaking of the golf carts parking around the circle, it seems that it has become more of a problem recently where I have noticed golf carts parking in our circle and not with the wheels in directly parallel but they park with the golf cart parallel to the curve and it takes like 3 spaces.

Ms. Wells: Again, we have done education in the LA Times showing pictures of the golf carts with their tires facing the curbing. We will continue to keep that in the newsletter just as a reminder.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Howison, seconded by Mr. Realmuto, with all in favor, the meeting was adjourned.
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Secretary / Assistant Secretary

  
Chairman / Vice Chairman