

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

The regular meeting of the Board of Supervisors of the Lake Ashton Community Development District was held on Monday, **May 15, 2023** at 9:30 a.m. at the Lake Ashton Clubhouse Ballroom, 4141 Ashton Club Drive, Lake Wales, FL.

Present and constituting a quorum were:

Lloyd Howison	Chairman
Brenda VanSickle	Vice Chairman
Steve Realmuto	Assistant Secretary
Mike Costello	Assistant Secretary
Debby Landgrebe	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Jan Carpenter	District Counsel, Latham Luna
Christine Wells	Community Director
Alan Rayl	District Engineer, Rayl Engineering
Matt Fisher	Operations Manager

*The following is a summary of the discussions and actions taken at the May 15, 2023 Lake Ashton Community Development District Board of Supervisors meeting.*

**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. Howison asked for any changes to the agenda. He stated that there was a suggestion to move item 6C II, Discussion Regarding Project Priority and Pricing Listing for Strategic Planning Projects and Reserve Study Projects, up to section 5A so that it would be in the discussion of the budget adoption.

On MOTION by Ms. Landgrebe, seconded by Ms. VanSickle, with all in favor, the Meeting Agenda, 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)**

Ms. Burns asked for any public comments on items specific to the meeting agenda. She had a form submitted from resident Julian Polgar at 4216 Dornoch Drive.

Resident Julian Polgar (4216 Dornoch Drive) stated to the Board his concerns regarding the reserve funding. He presented the reserve schedule for the next 30 days for the Board and stated that in 2032 he predicted the reserve balance going negative. He asked that the Board remain aware of the reserve balances as they plan the budget. Ms. Landgrebe followed up that the Board had committed to making the reserve study for active and updated. Mr. Realmuto replied that the Board needed to improve on looking at the numbers that are farther out.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes from the April 13, 2023 Continued Board of Supervisors Meeting and the April 17, 2023 Board of Supervisors Meeting**

Mr. Howison presented the minutes from the April 13, 2023 continued meeting and the April 17, 2023 Board meeting to the Board and asked if there were any comments, corrections, or changes.

Ms. VanSickle stated that in the April 13 minutes on page 4, she stated that there should be a period before attention, and instead of a comma after “attention” it should say, “and planning are forward thinking.”

On MOTION by Ms. VanSickle, seconded by Mr. Realmuto, with all in favor, the Minutes of the April 13, 2023 Board of Supervisors Continued Meeting were approved as amended, and the April 17, 2023 Board of Supervisor’s Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**New Business**

**A. Discussion Regarding Proposals for Additional Security Services** *(requested by Supervisor Costello – NOT A CLOSED SESSION)*

Mr. Costello stated that he had two groups present who were to make proposals to the Board for additional security services. Ms. Burns also stated for the record that this is an open session and that nothing sensitive regarding security would be discussed.

Securitas presented their proposal to the Board which was included in the agenda. They offered to answer any questions from the Board. Mr. Realmuto asked the presenter for Securitas about the gate access control system and what it would do for them. Securitas stated that the system was very versatile and explained the benefits it could bring to the community. Mr. Realmuto also asked about the visitor passes that were mentioned. Securitas responded that the pass has the individual's name and the date of the visit, and that they could also add the destination. Ms. Landgrebe asked about the license plate placement and if it would pose a problem that some cars have them on the front and some on the back. Securitas responded that they would mount the camera correctly so that it reads both front and back. Securitas also stated they would be able to see who was in the vehicle.

The next presenter was Envera Systems and their proposal was included in the agenda packet. He overviewed the 3 proposals they provided and he offered to answer any questions from the Board. Mr. Costello asked about the sticker to open the gates, and Envera replied that their stickers go on the inside of the cars.

The Board discussed their options in regard to what type of gate access control to choose. They decided to discuss the options at the next joint meeting with Lake Ashton II.

**B. Discussion Regarding Amenity Utilization Plan** *(requested by Supervisor Van Sickle)*

Ms. VanSickle stated that Ms. Wells put together a report on office area utilizations. She suggested that the Board focus on easy fixes on the list. Ms. VanSickle asked that the Board consider the rearrangement of offices for Ms. Wells and Mr. Fisher. The Board discussed and decided to inform the HOA that the Board would be utilizing the HOA space

in the future. Mr. Fisher would move into the current HOA office, Ms. Wells would move into the conference room, and the Board would create storage space for the HOA.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, Notifying the HOA Office that Office Use will be Removed in 30 Days and Will Provide Storage, was approved.

**C. Review of Additional Revenue Stream Ideas** *(requested by Supervisor Van Sickle)*

Ms. VanSickle stated to the Board that she would like to find other ways to create revenue for the District. Ms. VanSickle stated that when she brought this up to Ms. Wells, Ms. Wells had already been brainstorming ideas for this as well. Ms. VanSickle told the Board that she did not think they should micromanage their staff, and that they should let them work. Mr. Realmuto agreed and stated that on the day-to-day operations they should let them do their job, but the Board needs to be aware of community complaints or issues.

The Board discussed the marketing plan by Ms. Wells and approved \$3,000 to go towards that.

On MOTION by Ms. VanSickle, seconded by Mr. Costello, with all in favor, Allocating \$3,000 for the Marketing Plan, was approved.

**D. Consideration of Termination of Contract with Heartland Commercial Pool Services, Inc.**

Ms. Burns stated that there was a contract in place and the Board needed to motion if they wanted to terminate that due to staff taking over that role. Ms. Wells will send notice to the company.

On MOTION by Mr. Costello, seconded by Ms. VanSickle, with all in favor, the Termination of Contract with Heartland Commercial Pool Services, Inc., was approved.

**E. Items Relating to the Fiscal Year 2024 Budget Adoption**

**i. Fiscal Year 2024 Proposed Budget**

The Board discussed the proposed budget that was included in the agenda. Ms. Wells also brings up her list of strategic planning projects and highlights projects that do not have specific amounts yet. She explained why they are needed and what they would be used for. There were a few items that did not have capital cost, and Mr. Howison asked if they could move those into the general fund operating budget. Mr. Howison also asked if the security expense would also be in the general fund operating budget, or the capital expenditures.

The Board decided to add a line item for the future security system upgrades. The total amount being \$24,000 and added as a separate line item under maintenance and access control system.

**ii. Consideration of Resolution 2023-05 Approving the Proposed Fiscal Year 2023/2024 Budget and Setting the Public Hearing to Adopt the Budget (Suggested Date: August 21, 2023) (Option 1)**

**iii. Consideration of Resolution 2023-05 Approving the Proposed Fiscal Year 2023/2024 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2023/2024 Budget and Imposition of Operations and Maintenance Assessments (Option 2)**

The Board discussed assessments in the community. They decided that they would set a number now, and have the ability to reduce that later on if possible. Ms. VanSickle suggested a \$200 per lot increase annually. Mr. Realmuto followed up that \$200 would be the maximum amount the Board could raise assessments to at this time after it is set in this meeting, and it could be lowered before finalized.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, Resolution 2023-05 Approving the Proposed Fiscal Year 2023/2024 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2023/2024 Budget and Imposition of Operations and Maintenance Assessments, was approved as amended.

**SIXTH ORDER OF BUSINESS**

**Monthly Reports**

**A. Attorney**

Ms. Carpenter did not have anything further to discuss.

**B. Engineer**

**I. Discussion Regarding Survey of Thompson Nursery Road Southern Right-of-Way**

Mr. Rayl presented to the Board updates on the items that he had looked into since the last Board meeting. This included the pond at hole 1 on the golf course having a bank that slipped off. Mr. Rayl had a contractor take a look and his information will be provided to the Board. Mr. Rayl was also going to get pricing for the broken curb for the next meeting.

Regarding the Thompson Nursery Road, the county will survey the area.

**C. Lake Ashton Community Director**

Ms. Wells reviewed the Community Director Report that was included in the agenda package. She also brought to the Board that there are two water fountains that can be surpluses and asked that she be able to do that.

On MOTION by Mr. Realmuto, seconded by Ms. VanSickle, with all in favor, the Surplus of the Two Water Fountains, was approved.

**I. Consideration of Quotes for Outdoor Pool/Spa Refurbishment**

Ms. Wells overviewed the proposals they received for the pool/spa refurbishment. This information was included in the agenda. The Board discussed the proposals and decided to go with the Spies Pool proposal and to also add on the extra LED lighting option.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, the Spies Pool Proposal for the Outdoor Pool/Spa Refurbishment, was approved.

**II. Discussion Regarding Project Priority and Pricing Listing for Strategic Planning Projects and Reserve Study Projects**

Ms. Wells overviewed the project tracking list for the Board.

**D. Operations Manager**

**I. Consideration to Replace the Panic Bar System on the Lobby Doors**

Mr. Fisher presented his report for the Board.

The Board discussed with Yellowstone the updates they have on the landscaping and overviewed the compliance list with them.

Mr. Fisher asked that the Board look over the proposal for the replacement of the panic bar system on the lobby doors. The Board discussed this and approved the proposal.

On MOTION by Mr. Costello, seconded by Ms. Landgrebe, with all in favor, the Precision Safe and Lock Quote to Replace the Panic Bar System on the Lobby Doors, was approved.

Ms. Wells stated to the Board that the restaurant owner was looking to relocate the CO2 tanks to the area where the oil tanks were. The restaurant owner also told Ms. Wells that he was planning to open on May 30.

On MOTION by Mr. Costello, seconded by Ms. VanSickle, with all in favor, the Relocation of the CO2 Tanks, was approved.

**E. District Manager's Report**

**I. Presentation of Number of Registered Voters –1,417**

Ms. Burns stated that they are required to determine the number of registered voters within the community as of April 15 each year. The number of registered voters was 1,417.

Ms. Burns also provided the combined mission statement to the Board. The Board discussed what they wanted in a mission statement.

**SEVENTH 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**

The financials were included in the agenda. There were no questions from the Board.

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

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

Mr. Howison opened the meeting up to public comments.

Iris Realmuto at Lot 1031 asked the Board to reconsider the second handrail in the hot tub when approving the Outdoor Pool/Spa Refurbishment. She stated that she believed it would be a safety hazard with the second handrail. Ms. Realmuto also asked about the second hot tub that was mentioned on the strategic planning items but was never followed through. Mr. Fisher and Ms. Wells responded that they would look into that.

Jim Huven at 3073 Dunmore Drive brought to the Board his concern about the security access being handled by Bluetooth. He stated that he did not want people to use his Bluetooth in his vehicle. Mr. Realmuto responded that none of the systems under consideration use the vehicle's Bluetooth.

Al Cooney at 4303 Lake Ashton Club Drive asked the Board how they could consider the new gate systems without discussing it with Lake Ashton II since it will not work if they do not participate. Mr. Howison replied that they have talked for months about getting together with Lake Ashton II to discuss this. Mr. Costello said that it will be discussed.

Jake at Lot 412 asked the Board about the TVs in the gym and game room and stated they were worthless and do not show anything they want to watch, which are sports mainly and news channels.

An unidentified resident stated to the Board that he had to turn around and go out a different gate when the boulevards were being done, and it took him 16 minutes to get



back to the gate, so if the residents can only use one gate, they are going to be very unhappy. Mr. Realmuto responded that nothing in the proposals would prohibit any resident in the community from using either gate.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests / Supervisor  
Open Discussion**

Mr. Howison asked for any Supervisor comments or open discussion. There were no comments or discussion.

**TENTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman