

**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, **June 17, 2024** at 9:01 a.m. at the Lake Ashton Clubhouse Ballroom, 4141 Ashton Club Drive, Lake Wales, FL.

Present and constituting a quorum were:

Brenda VanSickle	Chairperson
Mike Costello	Vice Chairperson
Steve Realmuto	Assistant Secretary
Debby Landgrebe	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Jan Carpenter	Latham Luna, District Counsel
Garret Posten	District Engineer, Rayl Engineering
Alan Rayl <i>by Zoom</i>	District Engineer, Rayl Engineering
Matt Fisher	Operations Manager
Christine Wells	Community Director
Pete Wittman	Yellowstone Landscaping

The following is a summary of the discussions and actions taken at the June 17, 2024 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 9:01 a.m., called roll, and the pledge of allegiance was recited. Four Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Approval of Meeting Agenda

Ms. Burns asked for any comments on the agenda. Hearing no comments, there was a motion to approve the meeting agenda.

On MOTION by Mr. Realmuto, seconded by Ms. Landgrebe, with all in favor, the Meeting Agenda, was approved 4-0.
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June 17, 2024

Lake Ashton CDD

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 opened the public comment period. Ms. Burns received and read a comment from a resident not attending the meeting today. The comment was from Resident Greg Ulrich (3076 Dunmore) who stated he was the elected candidate for Lake Ashton CDD Seat #1 in the upcoming November 2024 election. He stated given Mr. Howison’s recent resignation from the Board, he would like to be considered for appointment to fill the opening left due to his departure. As he will be filling that vacancy after the November election, it makes sense to communicate his willingness to begin transitioning into the role of CDD Supervisor at the Board’s earliest convenience. He concluded by thanking the Board for their consideration.

Ms. VanSickle made a short statement on behalf of the Lake Ashton Board of Supervisors, residents and staff stating they would like to thank Lloyd Howison for his valued years of service to the Lake Ashton community. She stated that he provided a level head and a voice of reason during their often passionate discussions and deliberations. She stated the community thrived under his leadership and they wished him well.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation from Lloyd Howison

Ms. VanSickle presented Mr. Howison’s resignation to the Board and asked for a motion to accept.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, Accepting the Resignation from Lloyd Howison, was approved 4-0.

B. Consideration of Resolution 2024-06 Electing Officers

Ms. VanSickle presented Resolution 2024-06 to the Board. Ms. Landgrebe nominated Brenda VanSickle to be Chairman.

On MOTION by Ms. Landgrebe, seconded by Mr. Costello, with all in favor, Appointing Brenda VanSickle as Chairperson, was approved 4-0.

June 17, 2024

Lake Ashton CDD

Ms. VanSickle nominated Mike Costello to be Vice Chairman.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, Appointing Mike Costello as Vice Chairman, was approved 4-0.

Ms. Burns stated Debby Landgrebe and Steve Realmuto would be Assistant Secretaries. She asked to remain Secretary and for George Flint to remain an Assistant Secretary.

On MOTION by Mr. Realmuto, seconded by Ms. Landgrebe, with all in favor, Resolution 2024-06 Electing Officers as Outlined, was approved 4-0.

Mr. Realmuto feels the residents of Lake Ashton are better served by a Board of five Supervisors instead of a Board of four Supervisors. He believes the Board should strongly consider appointing Greg Ulrich to fill the seat he will be occupying in the upcoming November election. He made a motion to appoint Greg Ulrich to the vacant seat, which failed with no other motions made by Supervisors. Ms. VanSickle recommended deferring this to the next meeting since Mr. Ulrich was not attending the meeting today.

FIFTH ORDER OF BUSINESS

Consideration of Minutes from the May 6, 2024 Board of Supervisors Meeting

Ms. VanSickle presented the May 6, 2024 Board of Supervisors meeting minutes. She asked for any comments or changes. Ms. Burns received a couple of minor comments from Supervisors that will be incorporated into the signed version and it was nothing substantial. Ms. Carpenter had two minor comments to clarify sentences as well.

On MOTION by Ms. Landgrebe, seconded by Mr. Costello, with all in favor, the Minutes from the May 6, 2024 Board of Supervisors Meeting, were approved 4-0 as amended.

SIXTH ORDER OF BUSINESS

Engineering Report

Mr. Posten presented the Engineering Report to the Board. He stated they had two projects that were completed over the last month, the 4173 Limerick asphalt depression and

June 17, 2024

Lake Ashton CDD

the Green Bridge project. He updated the Board on the City of Lake Wales sanitary sewer inspection stating the city televised the line on June 5, 2024, multiple issues were noted during their onsite review with the city, and a full report will be provided when the recordings are made available by the city. He also informed the Board that they are still working on the Dunmore inlets, but he doesn't currently have an update yet. He stated that the sales office reached out to them about an incident at 4180 Dunmore where a pool has been constructed and it is encroaching into a 15 foot drainage easement. After further explanation, he stated they would like an exception to waive the encroachment into the drainage easement. After discussion, Ms. Burns recommended that the Board consider giving staff direction to prepare an Easement Encroachment Agreement that can then be put on the agenda for the Board to consider at the next meeting. Lori Raath, a realtor at Lake Ashton Realty, stated the pool was built in 2005. She read a statement that was conveyed from owner to owner. The stated explained that the Gray's purchased the home in 2005 and their survey indicated that the pool and patio area encroached into a 15 foot drainage easement. She continued explaining that the encroachment was shown on the building permit application and plans, but no one indicated to the Gray's that the encroachment was a problem. After discussion, the Board decided to allow staff to work with the homeowner at their cost to draft an Easement Encroachment Agreement and authorize the Chairman to execute.

On MOTION by Ms. Landgrebe, seconded by Mr. Costello, with all in favor, Allowing Staff to Work with the Homeowner at their Cost to Draft an Easement Encroachment Agreement and Authorizing the Chairman to Execute, was approved 4-0.

A. Consideration of Proposal from S&S Contracting of Polk County for Inlet/Pavement Repair (4092 Stone Creek Loop)

Mr. Posten informed the Board that at 4092 Stone Creek Loop the asphalt surface at inlet failed due to loss of base material. He noted a contractor will excavate, patch pipes at inlet and restore base and asphalt. He presented a quote for \$4,852 from S&S.

On MOTION by Mr. Realmuto, seconded by Mr. Costello, with all in favor, the Proposal from S&S for \$4,852, was approved 4-0.

B. Consideration of Proposal from S&S Contracting of Polk County for Flume #5 and Adjacent Cart Path Replacement

June 17, 2024

Lake Ashton CDD

Mr. Posten presented a proposal from S&S to replace failing Flume #5 and adjacent cart path replacement. He requested the Board’s consideration for NTE of \$12,500.

On MOTION by Ms. VanSickle, seconded by Mr. Costello, with all in favor, the Proposal from S&S for NTE \$12,500 to Replace Failing Flume #5 and Adjacent Cart Path Replacement, was approved 4-0.

SEVENTH ORDER OF BUSINESS

Old Business

There being no old business to discuss, the next item followed.

EIGHTH ORDER OF BUSINESS

New Business

A. Consideration of Report on Road Conditions *(requested by Supervisor Costello back-up provided by Supervisor Costello)*

Mr. Costello presented the Report of Roads Lake Ashton June 2024 to the Board. He explained that there were three roads that were in dire need of repairs. The areas in need of repairs are Turnberry Lane, Berwick Drive and Waterford Drive. Mr. Costello suggested having Mr. Rayl have someone take a look at these areas. Mr. Rayl recommended that the CDD do a renewal of the pavement condition inventory. He did not recommend that the Board derail from having these things evaluated professionally. He noted that they came up with a rough budget of \$4,500. The Board thanked John De Winkler for working with Mr. Costello. Mr. Realmuto thanked Mr. Costello for what he did with Mr. Winkler. After discussion, the Board agreed to accept the \$4,500 road assessment.

On MOTION by Mr. Costello, seconded by Mr. Realmuto, with all in favor, a Not to Exceed \$4,500 for Road Assessment, was approved 4-0.

The Board asked if any residents have an expertise in any fields that can help save money to please feel free to step up and help guide the Board with questions and their decisions. Mr. Realmuto asked that the Engineer’s report include the history of the roads repaving.

B. Presentation and Approval of Assessment Allocation Report for Commercial Property dated June 17, 2024

June 17, 2024**Lake Ashton CDD**

Ms. Burns stated this report is included in the agenda package for review. She explained that the original Assessment Methodology was done, all of the golf course parcels were allocated as one lump sum. In 2018 when the developer wanted to sell the golf course and Lake Ashton II acquired it, the Board approved a reallocation report that separated out some of those parcels from the actual golf course tracts. She explained that report was approved in 2018. They've already approved the method of allocating based on square footage. She further explained that it was brought to their attention that they are in the process of constructing additional square footage on that parcel. She stated this report updates the prior 2018 report to include additional square footage that is being constructed. As a result, they will have some additional O&M units based on the additional square footage constructed. Mr. Realmuto clarified its four additional units.

On MOTION by Ms. VanSickle, seconded by Ms. Landgrebe, with all in favor, the Assessment Allocation Report for Commercial Property dated June 17, 2024, was approved 4-0.

NINTH ORDER OF BUSINESS**Monthly Reports****A. Attorney****I. Presentation of Memorandum Regarding District's Goals and Objectives**

Ms. Carpenter first discussed the boat dock stating the city has agreed to extend the time for compliance while the developer is getting demolition and building permits because that takes several months to get through that process. The developer is working on this. They are doing some demo work now, but only on their site. The developer knows they cannot do anything on the CDD site until they get the reciprocal easement completed. She stated their attorney left a message that they are working on comments, and they should get them back in the next couple of days so they can get that negotiated. Mr. Realmuto stated the site that they've done the work on is the public body of water that is adjacent to the CDD site and it's not a site that they own. Ms. Carpenter was not aware of that, so she is going to contact their attorney when she gets back this afternoon. Mr. Realmuto applauded the work and thanked the developer for doing it. Ms. Carpenter stated she would push to get the easement in place as quick as they can so they get the reciprocal rights for the paths, the ponds, etc. After Board discussion, it was decided to authorize the Chairman to execute signing the agreement made conditional in the event that the next meeting falls after the deadline.

June 17, 2024**Lake Ashton CDD**

On MOTION by Mr. Costello, seconded by Mr. Realmuto, with all in favor, Authorizing Chairman to Execute Signing the Agreement Conditional in the Event the Next Meeting Falls after the Deadline, was approved 4-0.

Ms. Carpenter presented a short memo of the new legislature which affects Special Districts in the State of Florida. The House Bill 7013 was recently signed into law and will go into effect July 1, 2024. The House Bill 7013 creates a requirement for Special Districts, including Community Development Districts to prepare and publish a report of goals/objectives, performance measurement standards for such goals/objectives and the results of such goals/objectives. It was noted that by October 1, 2024 or by the end of the first full fiscal year after the establishment of a Special District, each special District must establish goals and objectives for each program and activity undertaken by the District, as well as performance measures and standards to determine if the District's goals and objectives are being achieved. It was also pointed out that by December 1 of each year thereafter, an annual report must be prepared and published on the District's website describing the goals and objectives achieved or failed. Mr. Realmuto requested GMS circulate the goals/objectives before the agenda packet comes out so the Board can have a better idea. Ms. Burns responded that they should have these done this week for circulation to the Board.

Ms. VanSickle stated they have several residents concerned about the adjacent property to the boat ramp, the possible sell, and the possible impact on the District. Ms. Carpenter explained that the CDD doesn't have any zoning or rights to require that property to anything. They don't have the ability to get any information other than what was in the public record. So, if it is under contract, they don't know because that is a private transaction. They are waiting to see what happens.

B. Lake Ashton Community Director

Ms. Wells presented the Community Director Report to the Board. She started with the Safety and Security stating they completed their training on May 29. She stated security officers are receiving training on a daily basis on the new visitor system, which is working out well. There are a few glitches that is being worked out. Training residents is still pending. Staff is continuing to work with Securitas on issues related to install. Once issues have been resolved to staff's satisfaction, a final walk-through will take place. The printer has been received and installed. All ribbons have been received as well. All cameras were adjusted on

June 17, 2024**Lake Ashton CDD**

Friday, June 7. There are a few cameras from the old system that need to be replaced. Staff will work to get these replaced once the original project is complete. She noted staff has completed assigning Amenity Access Cards to all residents that completed the electronic form by the deadline in January. She pointed out that staff will begin assigning RFID tags on the backend this week. She also noted that staff is anticipating distribution to begin the last week of July. Testing of the RFID system has begun with Staff and Supervisors. It was noted that the Joint RFID and Amenity Access Card Policy has been finalized. She explained that LA II is only charging \$10 for replacement of RFID tag. The Board agreed to reduce the replacement of the RFID card fee from \$20 to \$10.

On MOTION by Mr. Realmuto, seconded by Mr. Costello, with all in favor, Reduce Replacement RFID Card Fee from \$20 to \$10, was approved 4-0.

The Board and Staff briefly discussed camera views and adjustments. The gate was also briefly discussed. The final note was that the sign for the Thompson Nursery Road entrance was ordered and will be installed once received.

Ms. Wells provided a TECO follow-up. She stated they have finished the inventory of all the lights. She noted there were leaning poles, poles in need of being painted, poles with no identifying numbers on the front, and lights that stay on during the day.

Ms. Wells discussed the hurricane prep stating staff has begun prepping for storm season. She noted all storm drains and blow off structures were being checked to insure they are functioning properly and that there are no obstructions. She also noted the Lake Ashton District owned buildings, signage and gate facilities were being checked to verify weather tightness and that there are no loose components that could be removed during high winds. She stated staff rescheduled the Polk County Fire Rescue hurricane prep talk to July 22.

Ms. Wells provided general updates. She stated staff is soliciting quotes to paint the Clubhouse and surrounding buildings. The quotes will be presented to the Board for consideration at the July Board meeting. She stated the natural gas lines have been installed from the entrance to Lake Ashton to the Clubhouse. She explained that a permit is required to bore under Thompson Nursery Road and is anticipated to take a few months to procure, according to the contractor. It was noted a map of the final installation will be provided upon completion of the project. She stated the installation of pavers at the Clubhouse Pet Play Park

June 17, 2024**Lake Ashton CDD**

is complete. She noted staff met with RTC Outdoor on April 29 to begin plans for the Clubhouse backyard to include the areas discussed at the Budget Workshop. She also noted that a couple of meetings ago, the Board delegated Mr. Howison to work on an appraisal with the Sales Office for a not to exceed amount of \$2,000. They received one quote back for that and it's \$3,780 and it's for a three week turnaround. She is still hoping to get two more quotes, but she has the feeling that the not to exceed amount of \$2,000 may be a little low. She asked the Board how they would like to proceed. After brief discussion, the Board decided to proceed with a not to exceed amount of \$4,000.

On MOTION by Ms. VanSickle, seconded by Mr. Costello, with all in favor, a Not to Exceed \$4,000 for Appraisal, was approved 4-0.

Ms. Wells stated they had the foyer air conditioner unit serviced recently and it was recommended that it needs to be replaced. She presented three quotes to the Board for this replacement. After discussion, it was decided to go with Climate Guard's quote for \$6,375.

On MOTION by Mr. Realmuto, seconded by Ms. Landgrebe, with all in favor, the Proposal from Climate Guard for \$6,375, was approved 4-0.

Ms. Wells included the Project Tracking List in her report for review.

C. Operations Manager

I. Landscape Update

a) Presentation of Monthly Landscaping Checklist and Report

Mr. Fisher presented his report to the Board. He stated the ponds have been fairly low and some have been dry. He got with Archie from Applied Aquatics to have his technicians treat vegetation on the bottom of the ponds. He also noted that there has been some algae blooms in the ponds, and he is making sure they stay on top of that. He updated the Board on the bocce ball court, the pet play park and the facility maintenance. He also reviewed the facility maintenance forecaster. Mr. Wittman also provided updates.

II. Consideration of Options to Address Aberdeen Lane Concerns

June 17, 2024

Lake Ashton CDD

Mr. Fisher explained that at the last meeting, staff was given the task to provide options for addressing resident concerns over the Aberdeen Lane. He stated staff met with Yellowstone to review the options and provide pricing. He presented two reason options to the Board. The Board reviewed the two different options. After discussion, the Board decided to let Aberdeen Lane go to seed since they are fixing to go into the rainy season to see if they see an improvement.

D. District Manager’s Report

I. Discussion Regarding Presentation of Goals and Objectives for July Meeting

Ms. Burns stated she discussed her item when Ms. Carpenter notified the Board of the goals and objectives requirement. She had nothing additional to report.

TENTH 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 presented the financial report to the Board. She was happy to answer any questions.

On MOTION by Mr. Realmuto, seconded by Ms. Landgrebe, with all in favor, the Check Run Summary, was approved 4-0.

ELEVENTH ORDER OF BUSINESS

Public Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor Requests/Supervisor Open Discussion

Ms. VanSickle stated there was going to be a lot of work in the coming weeks and she would like the Supervisors to be cognizant of the staffs time.

Mr. Realmuto commented on a recent road closure stating the CDD was not notified about it. Ms. Carpenter explained that it was permitted utility work and there is no notification requirement. Ms. Carpenter clarified that neither GMS nor the CDD received any notification.

June 17, 2024

Lake Ashton CDD

THIRTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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

Jill Burns

Secretary / Assistant Secretary

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Burt V. S. M.
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Chairman / Vice Chairman