

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

The special meeting of the Board of Supervisors of the Lake Ashton II Community Development District was held on March 13, 2020 at 9:00 a.m. at Lake Ashton II Health & Fitness Center, 6052 Pebble Beach Boulevard, Winter Haven, Florida 33884.

Present and constituting a quorum were:

Doug Robertson
James Meccsics
Bob Zelazny
Stanley Williams
Carla Wright

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Sarah Sandy
Alan Rayl
Mary Bosman
Michael Cooper
Mike Stevens
Brian Rhodes
John Brown
Jim Knierim
Greg Plotner
Steve Gano
Numerous Residents

District Manager
District Counsel
District Engineer
Community Director
Billy Casper Golf
Billy Casper Golf
Billy Casper Golf
Cypress Golf Management, LLC
Hampton Golf
IGM (International Golf Management)
IGM (International Golf Management)

FIRST ORDER OF BUSINESS

Roll Call and Pledge of Allegiance

Ms. Burns called the roll and the pledge of allegiance was recited.

SECOND ORDER OF BUSINESS

Approval of Meeting Agenda

Mr. Robertson asked if there were any additions to the agenda.

Mr. Meccsics asked to include a discussion on the coronavirus and a discussion on the amenities policies regarding the golf fees approved at the last meeting.

On MOTION by Ms. Wright seconded by Mr. Williams with all in favor the meeting agenda was approved as-amended.
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THIRD ORDER OF BUSINESS

Public Comments on Specific Items on the Agenda (*speakers will fill out a card and submit it to the District Manager prior to beginning of the meeting. Individuals providing speaker cards will also have an opportunity to speak prior to Board action*)

Mr. Robertson indicated there were a couple public comments.

A resident asked the Board to reconsider a waiver on the deposit for the clubs that met regularly and did not cause issues.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the February 7, 2020 Meeting

Mr. Robertson presented the minutes from the meeting held on February 7, 2020.

There not being any comments,

On MOTION by Mr. Mecsics seconded by Mr. Williams with all in favor the Minutes of the February 7, 2020 Meeting were approved as-presented.

FIFTH ORDER OF BUSINESS

Review of Proposals for Golf Course Management (*10 minute presentation from each group, followed by 5 minutes of questions from the Board*)

Ms. Burns indicated there were five proposal respondents to the golf course management RFP from Billy Casper Golf, Cypress Golf Management, LLC, Hampton, IGM, and Laman Field Maintenance, LLC. Each would give a short presentation and then the Board would be able to ask questions.

A. Billy Casper Golf

Mr. Michael Cooper introduced himself and Mr. Mike Stevens and Brian Rhodes, gave a brief background on Billy Casper Golf, and explained since a lengthy proposal had already been provided for the Board to review, they preferred to have conversation and answer questions then rush through a PowerPoint presentation.

Several Board members asked about procedures and hiring processes.

There was further discussion on requirements and needs of community and a desire to retain current employees, and it was indicated that Billy Casper Golf was willing to work with the Board on meeting such needs.

B. Cypress Golf Management, LLC

Mr. John Brown introduced himself and gave a brief PowerPoint presentation on Cypress Golf Management, LLC's background and experience and plans for the future such as a website to book tee time reservations online, as well as marketing for the restaurant as well as the golf course.

Mr. Zelazny asked for general figures for operating the golf course.

Mr. Brown briefly discussed the operating budget that was provided.

Mr. Zelazny asked if Cypress Golf Management, LLC was willing to retain the current golf course employees.

Mr. Brown responded that was the preference of Cypress Golf Management, LLC.

Mr. Williams asked Mr. Brown to address how they would retain all of the current employees if Cypress Golf Management, LLC felt payroll was 18-20% too high.

Mr. Brown responded that after looking at the payroll and structures, it was probably a scheduling issue that could be adjusted.

C. Hampton

Mr. Jim Knierim introduced himself and gave a brief PowerPoint presentation on Hampton Golf's background, experience, and staff.

D. IGM (International Golf Maintenance)

Mr. Plotner introduced himself and Mr. Steve Gano and gave a brief PowerPoint presentation on IGM's background and history with the Lake Ashton community.

Mr. Zelazny asked about the proposed financial projections and voiced concerns about the losses increasing rather than decreasing.

Mr. Plotner responded that they would work on adjusting those numbers.

E. Laman Field Maintenance, LLC

Ms. Sandy indicated there was one more proposal received from Laman Field Maintenance, LLC; however no representative was in attendance to provide a presentation or available to answer questions and that the proposal was for just the golf course management and not the restaurant management. Ms. Sandy also noted material items requested in the RFP were not included in Laman Field Maintenance's proposal, including detailed financials required per RFP Section V.A.x. and resumes of key management staff members required per RFP Section V.A.vii. Based on the failure to

include such material items, staff recommended the Board reject Leman's proposal as non-responsive.

The Board rejected this proposal due to non-compliance and non-responsiveness.

On MOTION by Mr. Robertson seconded by Mr. Williams with all in favor the Laman Field Management, LLC proposal was deemed non-responsive due to the failure to include material items requested in the RFP, including specifically financials (required per Section V.A.x.) and resumes of key management of staff (required per Sections V.A.vii.) and was rejected due to such non-compliance and non-responsiveness.

Ms. Sandy briefly went over the process for ranking and evaluating the criteria included and asked the Board to discuss and rank them either individually or collectively as a group.

After a brief discussion each Board member individually filled in their own ranking sheet and provided them to District Management and District Counsel to tabulate. After tabulation of the ranking sheets, Ms. Sandy read the rankings into the record as follows: 1) Billy Casper Golf with a total of 482 points; 2) Cypress Golf Management, LLC with a total of 433 points; 3) IGM with a total of 374 points; and 4) Hampton Golf with a total of 325 points.

On MOTION by Mr. Mecsics seconded by Mr. Williams with all in favor the proposals were ranked as follows: 1) Billy Casper Golf with a total of 482 points; 2) Cypress Golf Management, LLC with a total of 433 points; 3) IGM with a total of 374 points; and 4) Hampton Golf with a total of 325 points; and staff was authorized to enter into negotiations with the #1 ranked firm and send notice to the proposers of the same.

Ms. Sandy asked if the Board wanted to designate a Board member representative to participate in the negotiations.

Mr. Robertson recommended Mr. Mecsics.

Mr. Williams recommended Mr. Zelazny, since he had more experience with the golf course operations.

On MOTION by Mr. Williams seconded by Mr. Mecsics with all in favor Mr. Zelazny was designated as the Board member representative to participate in the negotiations.

Ms. Sandy explained staff would send out a notice of award to those who submitted proposals so everyone was aware a decision had been made.

There was a brief discussion regarding the coronavirus and suspending all CDD activities until April 30th or otherwise notified and the Chair was designated to work with staff outside of a meeting to determine if additional actions needed to be taken.

On MOTION by Mr. Mecsecs seconded by Mr. Zelazny with all in favor the Board agreed to suspend all CDD activities until April 30th or otherwise notified due to the coronavirus; and the Chair was designated to work with staff outside of a meeting to determine if additional actions needed to be taken in response to the coronavirus.

SIXTH ORDER OF BUSINESS

Unfinished Business

A. Consideration of Draft Policy and Agreement for the Memorial Golf Course Hole

1) Consideration of Quotes for Memorial Plaque

Ms. Sandy discussed the policy and agreement that staff had prepared for the memorial golf course hole.

Mr. Williams indicated concerns that only 36 people could have a memorial plaque dedicated to them.

Mr. Zelazny suggested expanding to memorial trees, as well. Discussion ensued.

On MOTION by Mr. Robertson seconded by Mr. Mecsecs with all in favor the draft policy and form of agreement for the memorial golf course hole was approved.

Ms. Burns presented quotes and options for the memorial plaques and asked the Board to recess the meeting to reconvene at noon after the joint meeting concluded.

On MOTION by Mr. Mecsecs seconded by Ms. Wright with all in favor the meeting was continued to after the joint meeting concluded on March 13, 2020, at 12:00 p.m. at the Lake Ashton II Health & Fitness Center, 6052 Pebble Beach Boulevard, Winter Haven, Florida 33884.

The record will reflect that the meeting was continued until noon after the joint meeting concluded at this time.

The record will reflect the meeting was reconvened at 12:00 p.m.

SEVENTH ORDER OF BUSINESS

New Business/ Supervisors Requests

A. Consideration of Resolution #2020-05 Adopting an Internal Controls Policy

Ms. Sandy presented Resolution #2020-05 Adopting an Internal Controls Policy, explained its purpose and asked for a motion to approve it.

On MOTION by Mr. Robertson seconded by Mr. Williams with all in favor Resolution #2020-05 Adopting an Internal Controls Policy was approved.

B. Consideration of Quotes for HFC Pool Resurfacing (*requested by Supervisor Robertson*)

Mr. Robertson explained the HFC pool needed resurfacing, presented several quotes, and asked the Board to approve the quote from Pool and Patio Center without the option to convert to a salt water pool.

On MOTION by Mr. Zelazny seconded by Mr. Meccsics with all in favor the quote from Pool and Patio Center was approved; not-to-exceed the amount of \$38,500 and without the option to convert to a salt water pool.

C. Consideration of Quote to Replace Gang Unit on Ball Picker for Driving Range

Mr. Robertson presented a quote to replace the gang unit on the ball picker for the driving range from Easy Picker Golf Products, Inc.

Mr. Zelazny requested finding out what the cost of a new unit would be and asked to continue the meeting to discuss more current financials and to reconsider the Board's meeting schedule to get more up-to-date financials closer to the meeting.

Ms. Burns reminded the Board that if the meeting was held prior to the 15th of the month, the financials would be from two months as opposed to one month prior.

Ms. Sandy asked what actions would need to be taken between now and the April meeting that was scheduled that would require continuing this meeting.

Ms. Wright suggested moving the April meeting down a week to ensure they would have more up-to-date financials.

After further discussion, the Board concurred to have both a budget workshop and special meeting on April 24, 2020 at 10:00 a.m. and re-scheduled the May meeting to May 27, 2020, at 9:00 a.m. and also approved the quote to replace the gang unit on the ball picker for the driving range from Easy Picker Golf Products, Inc.

On MOTION by Mr. Zelazny seconded by Mr. Mecsecs with all in favor the quote to replace the gang unit on the ball picker for the driving range from Easy Picker Golf Products, Inc. was approved.

D. Discussion Regarding Driving Range Fees (*requested by Supervisor Robertson*)

After a brief discussion regarding the driving range fees, the Board determined the driving range fees would remain the same as previously approved.

E. Discussion on Amenity Policy (*requested by Supervisor Zelazny*)

There was a brief discussion on the amenity policies related to pets on the paths, golf cart safety recommendations, rules about the ponds regarding fishing and remote-controlled boats, and golf cart registration.

On MOTION by Mr. Mecsecs seconded by Mr. Zelazny with all in favor the amenity policy was approved as-amended in the meeting.

F. Report on Golf Course Finances (*requested by Supervisor Zelazny*)

There was a brief discussion on how the golf course operations would continue during the transition as the CDD moved forward with negotiations for golf course management and the Board authorized staff to send a termination letter to IGM.

On MOTION by Mr. Mecsecs seconded by Mr. Zelazny with all in favor the Board authorized staff to send a termination letter to IGM based on the negotiated transition plan agreed to with Billy Casper.

G. Report on General Fund Finances (*requested by Supervisor Zelazny*)

This item was tabled until a future meeting.

H. Discussion on Town Hall (*requested by Supervisor Zelazny*)

Mr. Zelazny suggested having a town hall or workshop to discuss all of the developments with the transition of the golf course operations and the amenities policies, in addition to the budget workshop that was scheduled to be held in April.

After further discussion, the Board concurred.

EIGHTH ORDER OF BUSINESS

Staff and Board Reports

A. Attorney

There not being any report, the next item followed.

B. Engineer

Mr. Rayl indicated staff was working on getting all of the permits for the golf course transferred over to the CDD and there were several inlet and road repairs in-progress.

C. CDD Manager – Consideration of Underwriter Agreement with MBS

Ms. Burns explained there was a possible opportunity to refinance the Series 2005A Bonds and presented the underwriter agreement with MBS so they could look into it.

On MOTION by Mr. Mecsecs seconded by Mr. Williams with all in favor the underwriter agreement with MBS was approved.

D. Lake Ashton II Community Director

1) Consideration of Surplus of Monster Power Controller & Laptop

Ms. Bosman briefly discussed the Community Director report and asked to surplus a monster power controller and laptop.

On MOTION by Mr. Mecsecs seconded by Ms. Wright with all in favor the surplus of a monster power controller and laptop were approved.

Ms. Bosman requested to purchase two more microphones to hear everyone better. The Board concurred.

Ms. Sandy distributed a golf cart registration form, and a brief discussion took place.

Mr. Zelazny gave a brief update on a few landscaping issues related to the ponds clearing up, grass cutting commencing, and the palms along the boulevard starting to look healthier, and requested approval for sod to be put in the bare spots in the Winged Foot pet park, which the pet club volunteered to put it in.

NINTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Run Summary

B. Combined Balance Sheet

Ms. Burns presented the check run summary.

On MOTION by Mr. Mecsecs seconded by Mr. Zelazny with all in favor the Check Run Summary was approved.

TENTH ORDER OF BUSINESS

Public Comments

A resident asked for more information about the golf course volunteers being paid.

Mr. Zelazny responded they would no longer be on salary and would have to pay to play.

A resident asked for more information on the golf cart registration form.

Mr. Robertson explained the process.

ELEVENTH ORDER OF BUSINESS Adjournment

There not being any further business to discuss,

On MOTION by Ms. Wright seconded by Mr. Zelazny with all in favor the meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman