

MINUTES OF MEETING
CHAMPIONSGATE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, May 16, 2016 at 2:00 p.m. at the offices of RIDA Development, 8390 ChampionsGate Boulevard, Suite 104, ChampionsGate, Florida.

Present and constituting a quorum were:

Ron Root	Chairman
Phillip Montalvo	Vice Chairman
John Lambert	Assistant Secretary
Larry Arseniadis	Assistant Secretary
Darin Tennyson	Assistant Secretary

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Mark Vincutonis	District Engineer
Yvonne Shouey	RIDA Development
Teresa Viscarra	GMS
Peter Juliono	Resident

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 16, 2016 Meeting

Mr. Flint stated the next item is approval of the minutes of the February 16, 2016 meeting. Are there any comments on the minutes?

There being none,

On MOTION by Mr. Root seconded by Mr. Montalvo with all in favor the minutes of the February 16, 2016 meeting were approved.
--

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2016-02
Approving the Proposed Fiscal Year 2017
Budget and Setting a Public Hearing**

Mr. Flint stated the next item is Resolution 2016-02 approving the proposed Fiscal Year 2017 budget and setting the date, place and time of the public hearing for its final consideration. As a CDD under Chapter 190, we are required to approve a proposed budget before June 15th of each year and set the date, place and time of the public hearing for its final consideration. The proposed budget is then sent to Osceola County at least 60 days before the public hearing. They have the ability to provide comment on it they don't have approval authority. We have never had any comments provided by them on your budget. We also have to place it on the District's website, which is a newer requirement under Chapter 189, F.S. The proposed budget doesn't bind the Board in any way, we see it as a start of the budget process and you can make changes to this up to and including at the public hearing. The only issue would be if there was going to be an increase in assessments then there are some timeframes and mailed notice requirements that would be associated with that. We based this proposed budget on the assessments being the same with no increase. Teresa Viscarra is here and she worked on this with Yvonne toward the end of April to go over this. We will have a public hearing to talk about this in more detail if we want to talk about it now we can.

After the narrative is a capital projects fund page and this is where each year we move money from the general fund into a capital projects fund and you can see that this year we transferred in \$150,000 and that is added to the beginning fund balance of \$301,346 so we had \$450,905 in that fund we are projecting to spend \$99,473 before the end of the year but that number is subject to change. It includes the work that All Terrain did on the intersection at White Shark, the estimate for the sidewalk repair work and there was money in there for the common area way finding signage but it is not going to be adequate. I think we had \$33,000 in there for that and we have some estimates that looks like it is \$22,000 per sign so it is going to be significantly more than that.

Mr. Montalvo stated we talked about the repairs to Masters going towards Bella Citta.

Mr. Flint stated that is not in here. The milling and resurfacing of that would need to be something that we put in next year's budget. As a placeholder we put \$100,000 in there on the expense side next year but we are going to talk about that. It looks like that road is probably

going to need to be done next year and the District Engineer reached out to Dave Tomack before the meeting. We still haven't gotten a response back from the County on that section of road where we have a sliver that ends at a point and he has prodded the County again to give us a response. He and I met with County staff and talked with them about that but they never got back to us with an answer. Our position would be that it ends south of where Goodman comes in or right where Goodman comes in and north of that would be the County's. Between now and the public hearing, which we are suggesting we do at your August 15th meeting we can work on that issue and come up with a better number.

Mr. Root stated refresh my memory on onsite management services. Is that a contract between us and RIDA?

Ms. Shouey stated yes.

Ms. Viscarra stated this is the final year of the last amendment and is up at the end of the fiscal year.

Mr. Flint stated they have agreed to hold their number constant in the event the Board renews it.

Mr. Root asked could we bring back for the budget hearing the previous agreement?

Mr. Flint stated yes.

Mr. Root stated there seems to be a patch on Masters that is bad and the intersection you are talking about north of Goodman on Masters isn't in that bad of shape nor is the area down here that bad of shape. It would be nice to do what we did in our community and that is treat the asphalt to have a fresh look and it has some value in terms of refreshing the asphalt. It would be a significantly smaller scope if we were to just do the area that is approximately where Bella Trae intersects Masters north for about 150 yards or so and that seems to be the area that is falling apart. I don't know about areas around drains and so forth.

Ms. Shouey stated I don't think that was ever paved like this end of the road. I want to say we did a quick thing over that area.

Mr. Root stated my point is I'm not sure we need to mill all of Masters. You still have the question at the County about where our responsibility stops but in going by that the other day most of the asphalt is still in pretty good shape. It is just the one area that is falling apart.

Ms. Shouey stated I think it is from your gatehouse down to Bella Citta where it is bad.

Mr. Root stated it is not even that far. It is from our gatehouse to a little past Goodman.

Mr. Montalvo stated from Goodman to Bella Citta is really bad from the dirt road to Bella Citta is what is bad.

Mr. Root stated we need to take a look at this to see if we need to do the whole roadway or just that area. Then in August do a CDC treatment that we did, which is a conditioner.

Mr. Flint stated generally you want to do that earlier in the lifespan of a road. We will look at that and get an answer from the County and get Mark to look at it as well.

Mr. Root stated you are saying the capital projects fund is basically what is there in terms of a fund balance going forward into 2017.

Mr. Flint stated if we were to spend \$99,000 before September 30th we are projecting to carry over \$300,000 and add another \$125,000 we would end the year with \$351,000.

Mr. Root stated that seems to be sufficient to take care of some scope on Masters Boulevard.

Mr. Flint stated later in the agenda you have the ChampionsGate gate, there are other issues out there and I have no idea of the cost. The common area signage at \$20,000 a sign times seven is \$140,000 so those are three big ticket items. We will know more going into August. I assume the Board is in a position where you don't want to necessarily increase assessments. We will phase the projects as we can pay for them through what we are currently generating.

Ms. Shouey stated we have never had to increase assessments.

Mr. Root asked we don't have any structural deficiency with the arches it is just aesthetics?

Ms. Shouey stated they need to be cleaned and the roofs need some patching. I had someone do some work up there and they noticed some of the wood is rotted.

Mr. Flint stated Yvonne mentioned they are going to be doing work on the clock tower as part of the construction and redesign over here and it is possible that contractor will do that.

Ms. Shouey stated I will get a bid from that contractor and try to find a couple more. I got everything for the signs and also I asked him to make some I-4 signs to get to I-4 without going out through ChampionsGate and it will be four signs. I haven't got the price on them yet but it is only four signs. There are too many accidents; every week we have at least two accidents there.

Mr. Tennyson asked is it possible to have that little chunk of road between ChampionsGate Boulevard and the 7-11 entrance a one-way so you can't pull out of the 7-11?

Ms. Shouey stated I don't think I can do that. I think the County would have to do that but we are going to put a sign for people coming down Goodman to turn right on Laura Lane.

Mr. Flint stated we will want the County's consent.

Ms. Shouey stated I had another meeting with Joedel for DOT and I mentioned that to her and she said just send it to her so I will send what we have. They are going to put lighting in the interchange coming off I-4 it will be lit with those big LED lights and going out the same way and then under the bridge to get off.

On MOTION by Mr. Root seconded by Mr. Tennyson with all in favor Resolution 2016-02 approving the proposed Fiscal Year 2017 budget and setting the public hearing for August 15, 2016 at 2:00 p.m. in the same location was approved.

FIFTH ORDER OF BUSINESS

Discussion and Consideration of Proposals for Traffic Calming Analysis at Masters Boulevard and Links Boulevard

Mr. Flint stated next is consideration of proposals related to traffic calming at Masters and Links. Mr. Lambert, Mark Vincutonis and I met with Joedel from Osceola County and the HOA manager for Bella Trae. We met onsite and we walked out to the area with Joedel and talked about options the District may have there and through the course of that discussion they indicated they do have a warrant study requirement for the installation of speed humps. She also suggested the District could consider a four-way stop there. Based on those two options Mark got some proposals from two different vendors. We asked what traffic consultants they use for their warrant studies and we also have Leftwich that we use.

Mr. Vincutonis stated the third proposal didn't make it into the package but it was several thousand dollars more from one of the County continuing service engineers. We asked the consultants to break it up to two or three components. One would be the traffic counts and data collection associated with the four-way stop give us a price for that then the second one was data collection and speed study associated with the speed hump warrant then a total price if the Board would like to look at both options.

Leftwich broke out the sight distance evaluation as a stand alone item, which is fine, in conversations with George that is something we want to look at because that is somewhat of a

blind corner. They provided the four-way stop analysis and traffic calming speed hump analysis. The total cost is \$6,500.

We got a proposal from Luke Engineering, they included the sight distance evaluation inside the data collection for both the studies or the combined study. Their total price is the same, \$6,500 or if you just wanted to do the speed hump study they quoted \$4,400 and if you want to do the all way stop study that was \$5,600. So it is a little more on their individually probably because they included the sight distance evaluation but even if you took Leftwich's price for the sight distance out of their two prices it is going to be a little bit more. The big question is, is the Board interested in a four-way stop there? There is a warrant analysis that needs to be done and certain conditions have to be met and they may or may not be met for a four-way, they may or may not be met for the speed hump. My recommendation would be to do both, this way if one of the options doesn't meet the criteria perhaps the other one will. I think we have been leaning toward the speed hump option, a four-way way is something that Joedel brought up.

Mr. Lambert stated we talked about it a little bit with some of the residents in Bella Trae and there were a lot of people for it and thought that would be a good resolution.

Mr. Vincutonis stated speed humps will slow people down but stop signs make them stop.

Mr. Root stated I don't think we want to leave any options off the table.

On MOTION by Mr. Lambert seconded by Mr. Montalvo with all in favor staff was authorized to have both studies done by Leftwich in the amount of \$6,500.

SIXTH ORDER OF BUSINESS

Ratification of Proposals

A. Change Order No. 2 with All Terrain Tractor Service, Inc.

Mr. Flint stated next is ratification of Change Order no. 2. Change Order no. 1 was never executed or approved and that dealt with the limits of where they were going to mow and repave and Change Order no. 1 would extend it all the way to the island and at the point we had Change Order no. 1 and they were already working. It didn't make any sense to approve Change Order no. 1 because they had already done the work.

Mr. Vincutonis stated basically there was a manhole that had concrete poured around it that was not shown on our plan it was just something that our surveyor didn't pick up when we did the as-builts of the curbing and flow line. However, it was inside of the repair area so they came across it and they had to lower the manhole and get rid of the concrete.

Mr. Flint stated we are asking the Board to ratify that change order because it had to be done and the work has been done.

On MOTION by Mr. Root seconded by Mr. Arseniadis with all in favor Change Order no. 2 with All Terrain Tractor Service, Inc. in the amount of \$750 was ratified.

B. Proposal from Creative Sign Designs to Replace Street Signs

Ms. Shouey stated there was an accident at Masters and ChampionsGate and they knocked down that sign in the middle that showed a divided road. I have been in contact with the insurance company.

Mr. Flint stated this has been executed by the Chairman and we are asking the Board to ratify it.

On MOTION by Mr. Montalvo seconded by Mr. Arseniadis with all in favor the proposal from Creative Sign Design in the amount of \$1,724 was ratified.

Mr. Montalvo stated this is the fourth time this light pole has been knocked out. It was hit at the base and lifted the concrete base, severed the pole, which caused to tilt backwards so the globe was behind the base and no one knows who hit it. Is stuff like that factored into the study? That is the area right there where it is all happening. We have had four light posts knocked down, one palm tree hit and signs have been replaced.

Mr. Vincutonis stated speed will be evaluated, the sight distance will be evaluated I don't know if they go back and look at traffic incidents.

Mr. Montalvo stated all of these have to be speed related but these people are basically missing that curve and going straight into the light pole. Is there a way we can have some input? We have had at least ten incidents in this one spot involving property damage. I urge you to look into that because that is more significant especially if you lay a traffic count strip now with the

snowbirds gone you are going to have a third of the traffic than we had a month ago. The disturbing thing is it depends on when it is done if you did it six weeks ago it would be totally different than what you will see today.

Mr. Vincutonis asked is the light pole northbound or southbound?

Ms. Shouey stated northbound. They come around the curve and go straight into the pole.

Mr. Lambert stated it is just before the crosswalk going across Masters Boulevard, that lamp post. After that occurred I sent an email to Joedel and George making them aware of that incident and it has happened multiple times.

Mr. Flint asked the enhanced law enforcement that we pay for is there any way to get them to focus more on that area?

Ms. Shouey stated I can ask them to do that because they are here until 2:00 a.m. on Friday and Saturday and one day during the week. We can tell them to concentrate on that area and maybe we shouldn't be doing Friday and Saturday maybe we should alternate all the days.

SEVENTH ORDER OF BUSINESS

Discussion Items

A. Policy Regarding Signage in Common Areas

Mr. Flint stated this was added at Mr. Root's request and deals with snipe signs, temporary signs. I believe this came under the ARC.

Ms. Shouey stated my guys continually pick those things up. We have cited the liquor store and they don't do it anymore.

Mr. Clark stated enforcement is a tough issue other than just picking them up. If the association has a fining procedure and they can identify and do that, that is a legitimate thing. We don't really have that power.

Ms. Shouey stated you have to give them 30 days then you have to tell them what you are going to do, which is what we did with the liquor store. We told them every sign we pick up you are going to pay \$100 for because he said I had 1,000 made.

Mr. Root stated I'm satisfied. We have new retail coming in and I thought it was good to be consistent.

Common Area Signs and I-4 Signs

Mr. Flint stated when we met with Creative Sign Design and went through the proposed common area signage and the locations and content and this also includes the four I-4 signs so 8, 9, 10 and 11 are the I-4 directional signs the 1 – 7 are the signs that are a result of the conversation we had with Creative Sign Design.

Ms. Shouey stated they are two sided so he would like to put them in the median, which I think is better for people to see than on the sides of the road.

Mr. Flint stated it is quite expensive, he estimated what \$21,000 per sign.

Ms. Shouey stated it was \$147,000 for all of them.

Mr. Flint asked from a timing perspective do we want to wait until construction settles down or does that have an impact on this?

Ms. Shouey stated it is not going to affect the signage that is already out there but I was going to ask Marc because they are going to want a sign at the shopping center and that will be their cost.

Mr. Clark stated I have heard the concern that some of these signs were located on private property and were not really subject to our jurisdiction.

Ms. Shouey stated all of the signs that are the way finding signs are not on anybody's property.

Mr. Clark stated then they are all on our right of way.

Ms. Shouey stated yes.

Mr. Root stated I assume if we are going to do anything it is going to be in the next fiscal year because of all the disruption. A lot of the signage is around the major construction right now. This is a planning item for next year.

Mr. Flint stated we can earmark a number in the capital budget when we get the paving number as well. We will do that in the August version that you see and putting it in the budget doesn't obligate you timing-wise.

Mr. Montalvo stated I think it is needed even though the signs we have now are dated but just doesn't look right and doesn't serve a purpose. The signage that was there ten years ago is no longer applicable. I think we should move forward at some point in time.

Mr. Root stated the direction is to build it in as part of the budget.

Mr. Montalvo asked we are not going to wait on the I-4 way finding signs are we?

Ms. Shouey responded no he is making them and he was sending the proposal this morning.

Mr. Montalvo stated I think we need to separate the two. How do we do it without a proposal?

Mr. Flint stated they will probably be in the range of \$800 each because you have the decorative black pole.

Mr. Montalvo stated I think that will go a long way. A lot of people coming out of Chili's are passing through. Coming out of the service station we have a right turn only but I didn't see that one in this package.

Mr. Lambert stated it would be good if they could make the lane a left turn only, revise that whole intersection and put just a left turn where you can't cross the street then you are forced to follow the signs. It would be a left hand turn coming down ChampionsGate from Reunion where you would take a left into the BP station and Wendy's just build it out to where it is a left hand turn only.

Ms. Shouey stated there are four signs. I will send this to Joedel and see if we can make this sign say right turn only.

Mr. Flint stated Yvonne doesn't have a proposal for the four I-4 signs but they are in the \$800 to \$900 range per sign. You can do a not to exceed of \$4,000 and allow the Chairman to sign off on that.

On MOTION by Mr. Montalvo seconded by Mr. Lambert with all in favor an amount not to exceed \$4,000 for I-4 way finding signs was approved and the Chairman was authorized to sign off on the proposal.

B. Sidewalk Repair Vendor

Ms. Shouey was directed to develop a scope of work for all of the repairs and to bring back bids for Board consideration.

C. Update on Cleaning and Repainting of Entry Towers

Ms. Shouey to bring bids to the next meeting for the cleaning and repainting of entry towers.

D. Removal of Decorative Curb at Intersection of Masters & ChampionsGate Boulevards

Mr. Vincutonis to propose a solution to the issues caused by the decorative curb at the intersection of Masters & ChampionsGate and present that to the Board at the next meeting.

Proposal to Clean Ditches

Ms. Shouey stated you told me to get proposals to clean the ditches. In the meantime one of the tenants cleaned one-half of the ditch and ended up in trouble with the South Florida Water Management District. There is an equalizing pipe underneath so the water runs and now it is stopped and it is a cesspool of water. The Water Management District and DOT are working with him to resolve that issue. I have a proposal to do the other side for \$8,000. The ditch is in front of Chili’s and runs to I-4 and it is a DOT ditch. They have to bring in trucks and take everything out, all the plant material plus the last time we did it, it was loaded with truck tires and all kinds of stuff. We have an agreement with DOT to take care of that interchange.

On MOTION by Mr. Arseniadis seconded by Mr. Montalvo with all in favor the proposal from Sadler to clean the ditch in front of Chili’s that goes to I-4 in the amount of \$8,000 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

Mr. Flint stated you have the check register from February 1st through April 30th that totals \$537,073.83 and the detail is behind the summary. A large portion of that is movement of the assessment revenue to the debt service fund.

On MOTION by Mr. Root seconded by Mr. Tennyson with all in favor the check register in the amount of \$537,073.83 was approved.

ii. Balance Sheet and Income Statement

Mr. Flint stated you have the unaudited financial statements through April 30, 2016. There is no action required but if you have any questions we can discuss those.

iii. Presentation of Number of Registered Voters – 684

Mr. Flint stated each year we have to announce the number of registered voters as of April 15th and in your agenda package is a letter from the Supervisor of Elections indicating that there are 684 registered voters residing within the District. You have already transitioned to resident controlled so the number isn't relevant at this point but the requirement is still there that we announce that.

iv. General Election Qualifying Period and Process

Mr. Flint stated you do have three seats coming up for election in November and they are Mr. Montalvo's, Mr. Lambert's and Mr. Tennyson's seats. All those will be general election seats and we have provided the one-page qualifying procedure instructions in your agenda package. The District doesn't have any involvement other than we have to run an ad in the legal section of the paper notifying the public that those three seats are open. The process is the same as in the past you can qualify through 25 signatures or paying \$25 and you have to go to the Supervisor of Elections office to do that. The qualifying period is from noon June 20th to noon on June 24th. If you want to qualify via petition you have to have that by May 23, 2016.

NINTH ORDER OF BUSINESS

Other Business

Ms. Shouey asked did we get the drainage and utility easement finalized for the lift station?

Mr. Clark stated yes.

Ms. Shouey stated I haven't seen a signed copy of it.

Mr. Flint stated I will check on it.

TENTH ORDER OF BUSINESS

Supervisor's Requests

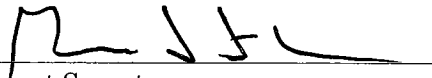
There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

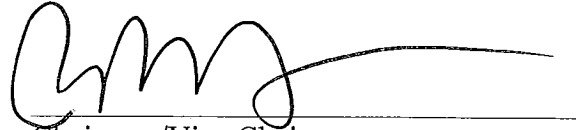
Audience Comments

There being none,

On MOTION by Mr. Montalvo seconded by Mr. Lambert with all in favor the meeting adjourned at 3:25 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman