

MINUTES OF MEETING
CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Tuesday, February 13, 2018 at 2:00 p.m. at the offices of RIDA Development, 8390 ChampionsGate Boulevard, Suite 104, ChampionsGate, Florida.

Present and constituting a quorum were:

Phillip Montalvo	Chairman
Ron Root	Assistant Secretary
Larry Arseniadis	Assistant Secretary
Darin Tennyson	Assistant Secretary

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Mark Vincutonis	Hanson Walter
Yvonne Shouéy	RIDA Development

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order at 2:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 12, 2017 Meeting

On MOTION by Mr. Arseniadis seconded by Mr. Tennyson with all in favor the minutes of the December 12, 2017 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Review and Acceptance of Draft Fiscal Year 2017 Audit Report

Mr. Flint stated next is the draft audit for Fiscal Year 2017. The District as a governmental entity is required to have an annual independent audit performed. This is the draft report that we provided you. On page 27 if there were any findings or recommendations they would be contained in section 1 and 2 and you can see that there are no current or prior year findings. They also indicate whether we have complied with the provisions of the Auditor General and they found that we have complied with all the provisions they are required to look at. There are no findings or recommendations, it is a clean audit.

Mr. Montalvo stated we have all of our cash and investments with U.S. Bank. Is there a reason it is in one place or one bank?

Mr. Flint stated the District is limited in the types of investments and these money market funds comply with the District's investment policy and unless you start looking at laddering CDs your earnings are not substantially greater by making it more complex. There is another avenue for investment and that is the State Board of Administration, which is an investment pool that is operated by the State of Florida for government entities. It is earning a better return than these money market funds. There was a period of time when they had issues and we pulled all of the investments out of the State Board of Administration. They recovered and have restructured how they operate the fund. Everyone was made whole eventually on that but over the last couple of years we have been moving investments back to the State Board of Administration. We think it is a better investment than these money markets.

Mr. Montalvo asked can we take a look at that?

Mr. Flint responded yes. They put out a monthly report that shows their rate of return and investments and they do have some investments in foreign banks, but I think it is diversified enough and I can provide that to you. You are going to earn in excess of 1% where on these money market funds it is less than half a basis point typically.

Mr. Clark asked does our adopted investment guideline contemplate that?

Mr. Flint responded yes because the State Board of Administration is actually cited in the Statute as one of the investment vehicles. Usually I have the Board adopt a resolution authorizing us to invest in that fund and we can do that at the next meeting if it is something you want to do.

Mr. Montalvo stated let's put that on the next agenda. Do we know what percent of our revenues come from Lennar?

Mr. Flint stated we can look at the assessment roll and figure that out.

Mr. Montalvo stated just to find out so we know that.

Ms. Shouey stated it is on the report that I get from you. Everybody's is on there, everything Lennar has and everything RIDA has. I can figure that out for you.

Mr. Flint stated I will pull the assessment roll out and do that.

Mr. Montalvo stated we talked in the past about the possibility of prepaying our bonds in 2019 maybe. Is there a process we have to initiate before that time to do that or do we come to the Board meetings and look at the numbers?

Mr. Flint stated I put an email together with the projected timing of that and I can pull that email out and forward it again.

Mr. Montalvo stated I was thinking more of the process and if we had to do anything.

Mr. Flint stated when the last full payment is made, the Trustee will look at account balances, the balance in the reserve fund and then we will do a special call and pay it off early. We won't just wait until the last payment and make the last payment, if the funds are available to make the last payment we will direct the Trustee to make a special call.

On MOTION by Mr. Montalvo seconded by Mr. Root with all in favor the Fiscal Year 2017 draft audit was accepted and staff authorized to transmit the final document to the State of Florida.

FIFTH ORDER OF BUSINESS

Ratification of Proposal from Cascade Fountains to Replace Fountain Control Panel

Mr. Flint stated next is a proposal from Cascade Fountains to replace the fountain control panel.

Ms. Shouey stated it is already done. Instead of spending the \$40,000 to replace the whole fountain they got it up and running and it was \$5,675, they put in the new motor, electrical panel and some lights. He said it should be good for three or four years. It is eventually going to have to have a whole new fountain and they are around \$40,000. The new control panel will not have to be replaced when we have to replace the fountain.

On MOTION by Mr. Root seconded by Mr. Arseniadis with all in favor the proposal from Cascade Fountains to replace the fountain control panel in the amount of \$5,675.00 was ratified.

SIXTH ORDER OF BUSINESS

Discussion Items

A. Replacement of Iron/Aluminum Fencing Along ChampionsGate Boulevard

Mr. Flint stated I handed out a revised agenda with a few discussion items that Mr. Lambert wanted discussed. Yvonne have you had a chance to look at these?

Ms. Shouey stated yes and it is on my schedule to paint that fencing along ChampionsGate Boulevard, not replace it. We do that about every five years instead of replacing that because it is expensive.

B. Repainting or Replacement of Utility Boxes Along ChampionsGate Boulevard

Ms. Shouey stated the utility boxes, the Duke Energy boxes I think he is talking about we have to contact them to do anything with those and I can do that but that is not the biggest problem I have right now. It is all the control panels and the boxes for the lights, they are rusted, they are 20 years old and we can't figure out what size they are, so there is going to be a big expense coming to replace all of those.

Mr. Root asked whose expense is that?

Ms. Shouey stated that is the CDD's expense, the streetlights are ours.

Mr. Flint stated the streetlights and the signals are ours.

Ms. Shouey stated the signals we just did, I have some of the frame that still has to be done, that blew off in the storm and they are waiting to get those parts. For the utility boxes, I will talk to Duke and to my guy and see if I can get the color they paint.

Mr. Flint stated you may be able to get them to paint them.

C. Painting of Light Poles

Ms. Shouey stated I will put it on the list we paint them every year because they get beat up on the bottom by the mowers.

Mr. Flint stated she is going to program the painting of the fence, the light poles and she will call Duke about the boxes.

Ms. Shouey stated the seven utility boxes for the streetlights need to be replaced.

Mr. Flint stated we will come back at the May meeting with a proposal for that.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Clark stated at the last meeting we had a discussion about maintenance that needed to be done on Laura Lane and Berwick. In the course of that I raised the question about the status and making sure that we owned or had control over them. We have done research on that, we engaged the developer's real estate attorney, we got title searches for all of this and what we came up with is, if you look at the map in the cross hatched areas these are all areas that are plats and other recorded documents that say are to be maintained by the CDD. I always like to get deeds to things because technically dedications on plats to CDDs are questionable as to what they actually do. What we discussed with the developer is that the areas that are shown here, which include Berwick, Laura Lane, a small portion on the other side of Legends, called Calder, also there is a retention pond P-1 next to Laura Lane that we are maintaining but we don't own. As we went through and looked at that we thought the CDD should take ownership of all of these areas to tidy up the maintenance package. The resolution proposes to take ownership, it authorizes the CDD to take ownership of those things. There is one change in the final, there is a statement in section 2, partial termination and release of the easement from Laura Lane. We found after we did that, that the easement already has been terminated so I have a signature copy of that eliminates that section since it has been done and doesn't need to be done. I'm asking the Board to approve these transfers to happen, we have the deeds done and we are ready to proceed with that and ready to proceed with the maintenance if it is time to do that. I know we had a concern about the timing of it.

Ms. Shouey asked did you get that contract done?

Mr. Clark stated yes.

Ms. Shouey stated if I can get them to sign it I'm going to see if they will hold off paving the roads until May because of the traffic.

Mr. Clark stated we can give them a notice to proceed when you are ready.

Ms. Shouey stated I don't want them to raise their price.

Mr. Root asked what about the road that goes behind Red Robin and Panera?

Ms. Shouey stated that is Laura Lane.

Mr. Clark stated there is a section on the far side in our discussions with Pete Lopez, the attorney, that was something not intended to have us take over right now. We will get all the questions answered and bring this back to the May meeting.

B. Engineer

Mr. Vincutonis stated we authorized Universal to do some borings on Masters and they have done those and I talked with them last week and they were finalizing the report. The portion between Links and Goodman I believe they are going to recommend some base replacement. That is the worst spot. Once we get the report we can circulate it and decide what to do.

Mr. Montalvo stated it would be nice to be able to coordinate this for May when the other paving is going to be done.

Mr. Flint stated if it is over the bid threshold we may be able to piggyback on another governmental contract as long as it was bid if Scott is comfortable with that.

Mr. Montalvo stated the priority is Masters because the others are not in bad shape.

Ms. Shouey stated the top half of Laura Lane is in bad shape.

Mr. Clark asked how much do you think Masters is going to be?

Ms. Shouey stated under \$200,000.

Mr. Clark stated there is no reason we have to treat them as the same contract. Without going into the public bidding process we have two discreet projects here, they are different projects, we aren't splitting one project to avoid the rules. We can do that if it happens the same contractor wins both I'm okay with that.

Mr. Vincutonis asked how far up Masters do you want to go? Do you want to stop at the County ownership line?

Ms. Shouey stated if you did from Goodman down I think you would be all right. From the clubhouse down it is not that bad it just needs to be re-sealed and striped.

Mr. Clark stated if you tell them to get bids and they come in over the threshold then we are going to come back to a meeting and say they are over the threshold and we have to go through the RFP process. Why don't we authorize staff if the numbers are over the threshold and we need to go through the public bidding process. We can authorize staff to get that done prior to the meeting.

On MOTION by Mr. Montalvo seconded by Mr. Arseniadis with all in favor staff was authorized to go through the public bid process for repair and resurfacing of a portion of Masters Boulevard if the proposal comes in over the public bid threshold.

Mr. Montalvo asked what about the signage?

Ms. Shouey stated March 5th all the signs are coming in. I wanted to know if you had any idea of what you wanted on these signs. I have something that shows what's there now and a lot of the sign boards instead of having three names, I have room to put six so we have more directional each way.

Mr. Flint stated I thought we went through all of that sign by sign.

Mr. Montalvo asked can we go back to our minutes and look at that because we decided on the signs.

Ms. Shouey stated the little ones we can take out.

Mr. Montalvo stated I think we voted to take them out. Let's go back to what we authorized at that time. As far as the names on the new signs, I thought we did that as well.

Mr. Flint stated we can go back and look at the minutes but if the Board is comfortable could you delegate a member of the Board to work with Yvonne on the final determination of the wordage?

Mr. Root stated I'm comfortable with the Chairman doing that.

On MOTION by Mr. Root seconded by Mr. Arseniadis with all in favor the Chairman was authorized to work with Ms. Shouey on the wordage of the signs.

Ms. Shouey stated you don't have to look it up, I will have Luke take those little signs out when he is here.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Root seconded by Mr. Tennyson with all in favor the check register from December 7, 2017 through February 7, 2018 in the amount of \$1,351,754.74 was approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

There being none,

On MOTION by Mr. Arseniadis seconded by Mr. Root with all in favor the meeting adjourned at 3:05 p.m.

On MOTION by Mr. Montalvo seconded by Mr. Root with all in favor the motion to adjourned was rescinded.

Mr. Flint stated Poblocki has done all the rest of our signs.

Ms. Shouey stated this is for the stop sign, two blades and the pole.

Mr. Montalvo stated this is subject to confirmation, the assumption is that it is on the right of way that we control and is not private property.

On MOTION by Mr. Montalvo seconded by Mr. Tennyson with all in favor the proposal from Poblocki for the stop sign, two blades and the pole in the amount of \$3,700 was approved subject to the sign being located on District right of way.

On MOTION by Mr. Montalvo seconded by Mr. Tennyson with all in favor the meeting adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman