

MINUTES OF MEETING
CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Tuesday, October 19, 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
John Lambert	Vice Chairman
Ron Root	Assistant Secretary by phone
Larry Arseniadis	Assistant Secretary
Darin Tennyson	Assistant Secretary

Also present were:

George Flint	District Manager
Mark Vincutonis	District Engineer
Yvonne Shouey	RIDA Development
Teresa Viscarra	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Michael Yanosik, a resident, stated I have been unhappy with the condition of Masters from White Shark to Goodman. I contacted the County and they sent me an email and it divvied out who was responsible for what portion and it seems that we own from ChampionsGate Boulevard up Masters for 700 feet and 700 feet up to White Shark, Toho Water owns so when we have to do that piece we need to get Toho Water involved. From White Shark up to 650 south of BellaCita the CDD owns and that is kind of that curve when you go up Masters. It is a little past Goodman and we are responsible and the County picks up from there. I called my County Commissioner's office twice and he sent a crew out at the end of July and they did some cold patch, but it is already deteriorating. Based on what you discuss today I was

going to call them Monday and see if I can get them out here again to do some cold patch. The problem with that road in my opinion is that 99%+ of the traffic is pass through and not our residents and no one is enforcing the weight limit signs.

Mr. Montalvo stated the CDD pays for a deputy to patrol our District two days a week. We asked Yvonne to contact the Sheriff's Office because we are paying for four shifts and to set those shifts so they can enforce that. They enforced the left-hand turn coming off by the Ale House and they wrote tickets but I don't know that they have given a ticket for overweight limit.

Ms. Shouey stated to my knowledge they haven't. They are only here from 9:00 p.m. to 4:00 a.m. One of the guys from the County is working on getting more people out here because FDOT won't do it.

Mr. Montalvo asked can we change one of those shifts to the daytime?

Ms. Shouey stated we have a floating day during the week and I asked if they could do that exact thing and I don't think I have heard back from them.

Mr. Flint stated they will patrol whenever we ask them to based on availability.

Mr. Montalvo stated let's have them do that.

Ms. Shouey asked would you rather I get rid of the two nights on the weekend?

Mr. Montalvo stated the one day should do it because word will get out to the truckers.

Mr. Flint stated the Board can delegate authority to the Chairman to work with Yvonne on the timing.

Mr. Montalvo stated she and I will figure it out.

Mr. Tennyson stated I would rather have the CDD formally request the Sheriff's Office to police the road properly. We can add a shift, but we are getting populated enough now it is not like it was ten years ago and with a regular patrol it could all be taken care of.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 14, 2018 Meeting

On MOTION by Mr. Arseniadis seconded by Mr. Lambert with all in favor the minutes of the August 14, 2018 meeting were approved, as presented.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Resurfacing Master Boulevard

Mr. Flint stated originally we had four proposals, we dropped off Middlesex just because this is on the small end and plus their price was toward the higher end. The highest bidder was also dropped off so Yvonne went back and got pricing based on the new specifications, which really is the same specifications just different geographic areas.

Mr. Vincutonis stated yes and we removed the northerly 700 feet that the County owns.

Mr. Flint stated each contractor was required to use the same bid tabulation form so hopefully, they are apples to apples. You can see Top Quality was about \$4,000 higher than Paving America.

Ms. Shouey stated I know it is \$4,000, I just used both of these companies, the AAA on Laura Lane and they did a marvelous job, the other company I used on the villas and I had to have them back four times, not that they didn't do a good job, but I had to have them come back.

Mr. Montalvo asked what is the timeframe once we approve this?

Mr. Vincutonis stated I haven't had any discussion with them, but I imagine within 30 to 60 days.

Ms. Shouey stated I told them it wouldn't be until after the first of the year. Is January a really good time to do that?

Mr. Flint stated it is in their best interest to get in and out of here as quick as they can because of the MOT and everything they have to deal with.

Ms. Shouey stated if you want to do it sooner, I can get in touch with them.

Mr. Flint stated we have to do a transfer in from the General Fund this year to be able to fund the \$360,000. Usually at the outset you have to pay within 30 days. I think we are fine if we start in November or December.

Mr. Lambert asked approximately how long will they be performing the work?

Mr. Vincutonis stated they could probably do the south section in two weeks and the north section with the base repair is going to be closer to four weeks.

Ms. Shouey stated I will find out.

On MOTION by Mr. Arseniadis seconded by Mr. Montalvo with all in favor the contract for the repaving program was awarded to AAA in the amount of \$360,788.55.
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Mr. Flint stated my recommendation to the Board would be to have the Engineer have a construction inspector do periodic inspections because we are doing base work and also we spec'd out thicker pavement in sections, we probably want to make sure we have someone looking at that. There is going to be a cost to that.

FIFTH ORDER OF BUSINESS**Consideration of Agreement with Grau & Associates to Provide Auditing Services for Fiscal Year 2018**

Mr. Flint stated next is the agreement with Grau & Associates to prepare the annual independent Audit for Fiscal Year 2018 that just ended on September 30th. You selected Grau and they provided five years of pricing and this is the second year and it is a not to exceed of \$3,900.

On MOTION by Mr. Arseniadis seconded by Mr. Tennyson with all in favor the engagement with Grau & Associates to perform the Fiscal Year 2018 Audit in an amount not to exceed \$3,900 was approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2019-01 Amending the Fiscal Year 2018 Budget**

Mr. Flint stated next is Resolution 2019-01, which amends the 2018 budget. The District is required if your total expenses exceeds your total budget, not individual line items but the total, the budget needs to be amended within 60 days of the fiscal year. Teresa has prepared this proposed amendment amending the General Fund and the Capital Projects Fund and the net change in the General Fund is \$1,600 and the net change in the Capital Project Fund is approximately \$60,000. We had budgeted \$100,000 for projects, the Board approved \$156,427 so we are recommending you increase the capital project line by \$60,000. There were some interest earnings that increased the line item slightly.

On MOTION by Mr. Lambert seconded by Mr. Tennyson with all in favor Resolution 2019-01 was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2019-02 Declaring Vacancies in Certain Seats**

Mr. Flint stated next is Resolution 2019-02. We have some seats that are up for election and one is Larry's seat and the other one is Ron Root's and Larry missed the date to qualify. The process we have to follow is the Board has to declare the seat vacant as of the second week after the general election because that is when technically his term would end. You have to approve a resolution declaring a vacancy effective two weeks after. Larry can stay in as a holdover or you can re-appoint Larry or someone else to that seat. The first meeting after the second week after the election whenever the Board meets next you will reappoint Larry or someone else to the seat.

On MOTION by Mr. Montalvo seconded by Mr. Tennyson with all in favor Resolution 2019-02 was approved.

EIGHTH ORDER OF BUSINESS

Ratification Items

A. Construction Use Application with Bright House Networks

Mr. Flint stated next is a right of way use application for Bright House Networks, District Counsel worked with Yvonne and Bright House to review and the Chairman executed the agreement allowing Bright House to work within our rights of way for a specific project. They did provide proof of insurance, etc. We are asking the Board to ratify the action of the Chairman.

On MOTION by Mr. Arseniadis seconded by Mr. Lambert with all in favor the construction use application with Bright House Networks was ratified.

B. Proposal from All Terrain Tractor Service, Inc. to Demo and Remove 4 Concrete Monument Signs

Mr. Flint stated we have a proposal with All Terrain Tractor Services that was approved by Yvonne for the demo and removal of four concrete monument signs for a total of \$5,900.

Mr. Montalvo stated the Board had previously discussed it and it was a matter of getting in the queue.

Ms. Shouey stated they were supposed to be out here this week.

Mr. Vincutonis stated I talked to them a couple times. They had someone out looking at it, they wanted to adjust their MOT and I talked to them yesterday and they are hoping to be out here next week.

On MOTION by Mr. Tennyson seconded by Mr. Lambert with all in favor the proposal from All Terrain Tractor Services, Inc. was ratified.

NINTH ORDER OF BUSINESS

Discussion Items

A. Future Capital Projects

Mr. Flint stated there was a request to put future capital projects on the agenda as well as increasing the number of Board Meetings.

Mr. Montalvo stated I have been talking to Yvonne and this is in light of the fact that we are close to paying off the bonds, which is going to lower the assessment starting next year. We do have the O&M that is going to be ongoing and to anticipate what our needs are going to be going into the future because our reserves are dwindling with all these large capital projects. There are other projects that have to be addressed in the future. In terms of getting a realistic view of where we are as a District and these future projects coming down the pike and the revenues we anticipate generating I suggested that we have a discussion on how we address that. There are a couple things I can point to, one in particular is the need for a sidewalk on Laura Lane between Legends and Goodman. In my view that is a high priority project.

Ms. Shouey stated we are going to have to get easements from all those property owners.

Mr. Montalvo stated we don't know if there is an easement there already, because the 7-11 has a sidewalk that stops.

Mr. Flint asked is the right of way the back of the curb?

Ms. Shouey stated I don't know. Mark said we would have to have an easement. It is awfully close to the pond and you would have to have some kind of wall.

Mr. Montalvo stated we can have Mark take a look at that as an Engineer and tell us the most feasible solution for that problem then assign a cost to that. I would like some input from the Board Members and I would like Mark to look at the sidewalk project for Laura Lane.

Ms. Shouey stated if we have to go to the owners I don't believe there will be an objection if we have to get an easement. Do you know how far back of curb we have to be for the sidewalk?

Mr. Vincutonis stated if it is a raised curb you can be right up against it and have a six-foot sidewalk. Five feet is a typical sidewalk.

Ms. Shouey stated I wouldn't want it right up against the curb because there is too much traffic.

Mr. Montalvo stated give us some options and we will talk about this at the December Board Meeting.

Mr. Flint asked from a stormwater management perspective have you done an inspection of all the structures?

Mr. Vincutonis stated about two months ago.

Mr. Flint stated you might want to go back and look at that report as well as any other paving other than Masters and ChampionsGate.

Mr. Tennyson asked can you explain how Districts approach their capital projects?

Mr. Flint stated it is mixed. Most Districts we are involved in, have reserve studies. You are not legally required as a CDD, like an HOA is, to have a reserve study but a lot of times once the developer is no longer controlling the Board, the resident Boards if not sooner will either have the Engineer prepare a reserve study, which tends to be a little more expensive but probably a better study or you can have someone like Reserve Advisors or another firm do that. They are a good tool and cost about \$4,000 and you take it for what it is worth, it is a 5,000 foot look at it versus maybe what the Engineer might do.

Mr. Montalvo stated I think it is time that we do one because that may have an impact and because we are paying off the bond it doesn't mean we are lowering the assessment. I'm not making that assumption until I see the numbers.

Mr. Flint stated we have set aside about \$100,000 a year and the numbers have worked for us but there has not been any science to that.

Mr. Montalvo stated a lot of the infrastructure is 20 years old.

Ms. Shouey stated it is showing right now with the irrigation.

Mr. Flint stated we can bring proposals back in December and if Hanson Walter is comfortable they can provide one and we will get one from Reserve Advisors. Understand there will be a price difference but usually there is a quality difference too. It is not like we have buildings and furnishings and things like that. Reserve does a lot of that stuff and it might be something geared more toward what the Engineer might do.

B. Increasing Number of Board Meetings

Mr. Montalvo stated we are hamstrung as a Board by the Sunshine Laws and quarterly meetings. A good example of that is the signage issue that took three years and is still not complete because we have to wait three months to talk about what we talked about before because we can't discuss it amongst ourselves and now we are talking about aging infrastructure. We have a lot of issues that come up that need Board input. I suggest that rather than having four meetings per year we do six meetings and meet every other month. I would prefer once a month.

Ms. Shouey stated I think with the projects we have coming up that it should be once a month because I'm stuck too until I can get somebody.

Mr. Montalvo stated we budgeted six meetings so let's try that and if we need more than that we will look at the budget.

Mr. Flint stated you can meet as often as you like but there is a cost to it. Right now, you are meeting on the second Tuesday of the month typically with the exception of this meeting so December, February, May and August right now. You need to meet in May and August for your budget process and if you wanted to insert April and July you could do that.

On MOTION by Mr. Montalvo seconded by Mr. Arseniadis with all in favor the annual meeting notice was amended to have meetings the second Tuesday of April and July 2019.

Mr. Root left the meeting at this time.

Mr. Montalvo stated the signs are not yet done.

Ms. Shouey stated he claims they are done; they are not done.

Mr. Montalvo stated he changed the first one coming in by the gas station by 7-11 and the one going up to the clubhouse. He did finally paint this one. I suggest that once they are finished and they come in for their money we have a heart to heart discussion with these folks.

Ms. Shouey stated I think it might take Scott to write a letter to that company because we are getting nowhere. Marc has tried, I have tried and now he is belligerent. He made the mistake and he knows it and he has been out here trying to do everything himself to get it right but it still doesn't look right. It doesn't look like anything we thought we were going to get.

Mr. Montalvo stated I looked at the contract and the reason I haven't been pushy is that contract said he had one year to complete the signage work and that was our mistake, but the year is over. We signed that contract in September 2017.

Ms. Shouey stated he takes total responsibility, but he can't get anybody from his company to help.

Mr. Montalvo stated I talked to his boss in North Carolina and he said we will make it right.

Ms. Shouey stated the problem is they don't have anybody here to work; they have a sales person and nobody to back it up.

Mr. Montalvo stated we did not get what we contracted for.

Mr. Flint stated I will set up a call with Scott, you, Yvonne and me.

TENTH 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 presented the check register from August 1, 2018 through September 30, 2018 in the amount of \$428,885.31.

On MOTION by Mr. Tennyson seconded by Mr. Lambert with all in favor the check register was approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package. No Board action was required.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS**Supervisor's Requests**

Mr. Lambert stated on the other side of the ChampionsGate Boulevard near the fence there is a drain and it looks like part of that is breaking off. Another thing as Mr. Yanosik said there is a lot more foot traffic in the whole area and I see a lot more people crossing ChampionsGate Boulevard. Is there anything we can do to increase the safety of the crossing on main roads? Is there more we can do to make it safe for pedestrians? The other thing I see is we have a lot of traffic coming through ChampionsGate and when the red light turns at Legends and ChampionsGate Boulevard the traffic on ChampionsGate ties up that whole road.

Mr. Montalvo stated the problem is there is not a "do not block intersection" sign at that location.

Ms. Shouey stated I don't know where we will put it, but we will put one in, but it may not help.

Mr. Flint stated Yvonne can check on the timing on the lights.

Ms. Shouey stated I will ask our traffic control people to tell me the timing.

Mr. Flint stated as far as additional measures, because you are at an intersection that already has a traffic light, I don't know what else you would do there. If you had a crosswalk where there isn't a traffic light, there are flashing beacons and things you can do to bring attention to the crosswalk.

Mr. Lambert stated I just want to be sure we make it as safe as we can. My last item is, in the morning if you are coming from Reunion and you are trying to get on I-4 you have that long backup, people have been coming under the bridge to the light where I-4 gets off and do a U-turn going back.

Ms. Shouey stated they have a special unit, they were out here four days in a row from 6:00 a.m. to 9:00 a.m. and nobody made that turn. They made sure I was aware.

Mr. Lambert stated I see it at least once a week and if they have units out there and they are marked, drivers aren't going to do that.

Mr. Montalvo stated maybe the unit that is out there checking on trucks can also look at that.

Ms. Shouey stated I don't know, they are only going to be here four hours.

Mr. Flint stated blocking the intersection, the Sheriff's Office enforces that and you always have the option of additional enhanced patrol, which would cost the District money if we can't get them to increase the level of service.

Mr. Montalvo asked what does a four-hour shift cost?

Mr. Shouey stated \$42 an hour. I will talk to the traffic control people and see what they can do.

Developer Update

Ms. Shouey stated we are getting ready to open the shopping center, we have four stores going in, a chicken place, Body Beautiful, Little Greek and Great Clips. We are also doing 307 apartments on the corner; the first building is up.

THIRTEENTH ORDER OF BUSINESS Audience Comments

There being none,

On MOTION by Mr. Montalvo seconded by Mr. Arseniadis with all in favor the meeting adjourned at 3:19 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman