

MINUTES OF MEETING
CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, August 10, 2020 at 2:00 p.m. via Zoom.

Present and constituting a quorum were:

Lee Dawson	Chairman
Darin Tennyson	Vice Chairman
Elizabeth Allen	Assistant Secretary
Wesley Holland	Assistant Secretary
Darlene Clevenger	Assistant Secretary

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Mark Vincutonis	District Engineer
Yvonne Shouey	RIDA Development
Marc Reicher	RIDA Development

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order 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 July 20, 2020 Meeting

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor, the Minutes of the July 20, 2020 Meeting, were approved as presented.

Mr. Holland joined the meeting at this time.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2020-06 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

Mr. Flint stated this is a public hearing to consider the adoption of the Fiscal Year 2021 budget and the assessments. We will open the public hearing and for the record I will note that there are no members of the public here to provide comment so I will bring it back to the Board for discussion and consideration of Resolution 2020-06. Attached to the resolution is the budget that assumes the assessment levels would remain the same, there is no increase in the operating and maintenance assessment. There is no longer any debt assessment as the debt service was paid off. The administrative expenses are slightly lower than the current year and the maintenance is slightly higher. We are increasing our transfer out to capital reserve by about \$10,000. As part of this budget we have a capital reserve fund and in the current year we have transferred in \$119,711 and we are projecting interest earnings of about \$9,250, capital projects of \$438,000 and a projected ending balance of \$493,000, which would carry forward to next year and we are adding another \$130,000 to the \$493,000 we are carrying forward. There is a list of projected expenses at the bottom and of the \$186,000 estimate, \$127,000 of that is the sidewalk work that is being done and another \$20,000 in sidewalk and curbing and the speed tables on Legends and the ditch cleaning you approved at the last meeting.

The Board hasn't designated a specific list for capital improvements for next year although we put \$100,000 in there for a placeholder, but you will have a projected \$530,000 in available funds.

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor Resolution 2020-06 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2020-07 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint stated Resolution 2020-07 imposes the assessments that are in the budget you just adopted. There are two attachments to this resolution, one is the budget you just adopted and the other is the assessment roll, which includes each property in the District and the per unit assessment for each.

On MOTION by Mr. Tennyson seconded by Ms. Clevenger with all in favor, Resolution 2020-07 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint stated that concludes the public hearing and we will close the public hearing.

FIFTH ORDER OF BUSINESS

Discussion of Sidewalk Repair on Legends Boulevard

Ms. Shouey stated I sent everything over to Mark Vincutonis and Pete came out and I walked with Lee and we marked what we wanted done, but I haven't heard back from Mark.

Mr. Flint stated what we received today is within the amount that you already approved and if the Board is comfortable with this proposal, we can direct the onsite manager and engineer to move forward with the repairs.

It was the consensus of the Board to move forward with the sidewalk repairs.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-08 Declaring Vacancies in Certain Seats

Mr. Flint stated Stacie sent out a resolution and Liz picked up on an oversight in the fourth whereas clause that there were two seats that were being declared vacant and there is only one seat, three seats up for election in November and two of those seats the incumbents qualified unopposed and the third seat was Darin Tennyson's seat and because no one qualified for that seat, the Board has to declare the seat vacant as of the second Tuesday after the election in November. What you are doing now is declaring it vacant effective the second Tuesday after the election in November. The first meeting after the second Tuesday in November the Board has a few options. One is you take no action and Darin would carry over for a period of time until you took action to fill that seat. You could reappoint the incumbent and the third option would be appointing any other qualified elector to that seat.

Mr. Tennyson stated I would like to stay on the Board. I didn't qualify for election, I thought I would give someone else the opportunity, but no one qualified so I'm happy to stay on.

Mr. Flint stated that is a decision you can make in November or December; today you are just declaring it vacant.

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor, Resolution 2020-08 Declaring Vacancies in Certain Seats, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Clark stated at the last meeting we approved a license agreement with FDOT. I got an email late on Friday that they were still looking for that so we need to figure out where the signature process was so we can have it forwarded to FDOT. If I need to send it to someone let me know.

Mr. Flint stated I will follow-up with Stacie.

Mr. Dawson stated I signed it and dropped it off to Yvonne and she sent it to Stacie. I thought I confirmed with Stacie that she had received it.

B. Engineer

Mr. Vincutonis joined the meeting at this time.

Mr. Vincutonis stated we are trying to get everything together for the sidewalk and boardwalk project. We are missing one authorization letter from the insurance company or bank that is on the corner across from Walgreens. Yvonne has been trying to get in touch with him.

Ms. Shouey stated he said no problem, but he has not sent it back yet.

Mr. Vincutonis stated I may turn it in without it, but it may sit there until we get it.

Mr. Dawson asked can we double team the guy until we get the approval?

Ms. Shouey stated I call him every other day and he keeps telling me he is going to send it.

Mr. Vincutonis stated I can turn it in to the county and Yvonne will keep following up.

C. Manager

i. Approval of Check Register

Mr. Flint presented the check register from July 14, 2020 through August 3, 2020 in the amount of \$24,836.61.

On MOTION by Ms. Clevenger seconded by Mr. Howland with all in favor, the Check Register was approved.

ii. Balance Sheet and Income Statement

A copy of the financials was included in the agenda package. No Board action was required.

iii. Approval of Fiscal Year 2021 Meeting Schedule

Mr. Flint stated each year you need to approve an annual meeting schedule and we included a schedule based on past practices, you meet the second Monday of the month in December, February, April, May, July and August at 2:00 p.m. at RIDA's office in ChampionsGate.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor, the Fiscal Year 2021 Meeting Schedule Reflecting the Following Dates December 14, 2020, February 8, 2021, April 12, 2021, May 10, 2021, July 14, 2021 and August 9, 2021, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Dawson stated I would like to know the progress of the speed humps on Legends.

Ms. Shouey stated I talked to him again today and he said the vendor would let him know. He went on vacation and forgot to tell anybody about it and that was before our last meeting. That is not like Fausnight, they are usually right on it.

Mr. Dawson asked will that little fence come down when we put in the boardwalk?

Mr. Vincutonis stated the chain link fence on top of the retaining wall stays for safety purposes.

Mr. Reicher stated it is an old fence, maybe we can restring it with black coated vinyl fence and we can do that when we are done with the boardwalk. We will take a look at it and bring a proposal back to the Board.

Ms. Allen stated freshening it up will make the whole project look better.

Mr. Reicher stated in terms of the interchange we are going to have a full set of plans and we should have a price set by year end, and they will start the beginning of 2021. The auxiliary lanes on the I-4 are still lagging by five to six months. Their funding is there and preserved and there is no indication that they are taking away the funding for the auxiliary lanes.

Mr. Flint stated I have an update on the FDOT license agreement; they were mailed to Anthony Miller with FDOT a couple weeks ago. I will check the tracking information to see who received it and I will let Scott and Mark know.

Mr. Reicher stated I will make Steve Kane aware that it was sent to Anthony Miller at FDOT.

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor the meeting adjourned at 2:32 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman