

MINUTES OF MEETING
CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, April 12, 2021 at 2:00 p.m. at the offices of RIDA Development, 8390 ChampionsGate Boulevard, Suite 104, ChampionsGate, Florida.

Present and constituting a quorum were:

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

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Pete Glasscock	District Engineer
Yvonne Shouey	RIDA Development
Marc Reicher	RIDA Development
Teresa Viscarra	GMS by phone

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

A resident asked what is the status of the lighting on the new walkway that was constructed behind Walgreens? I see they have refilled the fountain but the spigots on the side are not working.

Mr. Flint stated we will check on the fountain; the lighting we will address during the meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 8, 2021 Meeting

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the minutes of the February 8, 2021 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03
Providing for Removal and Appointment of
Treasurer and Appointment of Assistant
Treasurer**

Mr. Flint stated this resolution removes Ariel Lovera as Treasurer and appoints Jill Burns in my office as Treasurer and Teresa Viscarra as Assistant Treasurer. Ariel is no longer with GMS due to health reasons and Jill is a principal in my office.

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor Resolution 2021-03 appointing Jill Burns as Treasurer and Teresa Viscarra as Assistant Treasurer was approved.

FIFTH ORDER OF BUSINESS

**Ratification of E-Verify Memorandum of
Understanding**

Mr. Flint stated you previously authorized staff to register the District in the E-Verify System and execute the memorandum of understanding. We brought the memorandum of understanding back; it has been executed per your prior authority and we are asking you to ratify that action.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the actions taken by staff to register in the E-Verify System were ratified.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2021-04
Approving the Proposed Fiscal Year 2022
budget and Setting a Public Hearing**

Mr. Flint stated the statutes require the Board to approve what is called a proposed budget and set the date, place and time of the public hearing for its final consideration. The approval of the proposed budget has to be at least 60-days before your public hearing for final adoption. We will schedule the public hearing for July 26, 2021.

Exhibit A to the resolution is the proposed budget and this is the start of the budget process, it is not binding on the Board. You are approving this for purposes of meeting the 60-day requirement. You can modify it up to and at the public hearing in July. It assumes the per

unit assessment amounts are going to remain the same with no increase in operating and maintenance assessments. We continue to be able to transfer funds to the capital reserve fund.

Ms. Allen asked what was the increase in legal advertising?

Mr. Flint responded that was due to the increased cost of advertising the Zoom meetings.

Ms. Viscarra stated one of the reasons I increased the legal advertising for next year is because fiscal year 2021 that will be audited next year is the final year of the three-year contract with the auditor and it would require bidding, which will be additional meetings and advertising. Also, this is the last year for the landscape contract, they had a 2019 agreement with two one-year options to renew and we are in the final year as well.

Mr. Flint stated if we have an increase in landscaping, we may have to review the transfer to capital projects and adjust that balance unless the Board wants to do an assessment increase.

Mr. Reicher asked does the landscape maintenance have to be bid?

Mr. Flint responded it doesn't have to be bid, it is under the threshold of \$200,000.

Ms. Allen stated they do an excellent job.

Mr. Reicher stated they are very responsive when Yvonne calls them.

Mr. Flint stated it sounds like you want the onsite manager to reach out to Weber for an extension.

Ms. Shouey stated they have held their price for a number of years.

Ms. Allen stated they have so there might be a slight increase, but we may as well know.

Ms. Shouey stated they are very easy to deal with and a lot of them aren't.

The Board discussed the capital projects fund, the assets it covers and the engineer was directed to come back to the Board with a list of assets, expected lifespan of the assets and cost of replacement after he conducts his annual inspection.

On MOTION by Mr. Tennyson seconded by Mr. Dawson with all in favor Resolution 2021-04 approving the proposed fiscal year 2022 budget and setting the public hearing for July 26, 2021 was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Proposals from Weber Environmental Services for Landscaping Repairs and Enhancements

Mr. Flint stated next is ratification of an agreement with Weber Environmental for some plant replacement

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the proposal from Weber to replace shrubs in the amount of \$1,095 and \$360 and replacement of spray heads in the amount of \$152.07 and \$780.05 were approved.

EIGHTH ORDER OF BUSINESS **Consideration of ROW Utilization Agreement with Duke Energy Related to Crossing Goodman Boulevard**

Mr. Flint stated next is a request from Duke Energy to cross Goodman Road. There are easements in place, but we still would like a right-of-way utilization agreement with them to make sure everything is restored properly.

Mr. Clark stated typically we will do a right-of-way utilization agreement, give them permission to do the work and require that they indemnify us for damages, that they restore it, that they demonstrate insurance coverage in case of personal injury and things of that nature. The form of the agreement did not make the agenda, but we can do a conceptual approval if the Board is so inclined.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the ROW utilization agreement with Duke Energy was approved conceptually, the Chairman was authorized to execute it and the final agreement will be brought back to the Board for ratification at a future meeting.

NINTH ORDER OF BUSINESS **Consideration of Proposal from All-Rite Fence Services, Inc. for Installation of Fence Along Laura Lane**

Mr. Flint stated the Board had asked the onsite manager to get proposals for fence replacement for the fence that runs along the wall next to the walkway on Laura Lane.

Mr. Reicher asked now that we have built the bridge is the fence necessary? The fence was there to make sure that nobody fell into the pond. You have now created a way for someone to walk along there in a safe manner. Why do we need the fence?

Mr. Dawson stated I asked that question at the last meeting and Mark said it is primarily there for landscapers, so they don't fall over the concrete abutment into the pond.

Ms. Allen stated I prefer we not have it there. I thought I heard that the County required it.

Mr. Reicher stated you can't see it anyway and it blocks the walkway.

Ms. Allen stated there is a little bit of grass between the guardrail and the fence and they have to get in there and mow.

Mr. Reicher asked if we replaced the grass with something that doesn't require maintenance, do we still need the fence? The bid came in at \$14,000 to replace the fence because the posts are screwed into the concrete. We do have one alternative that could solve that, we could buy a cap and run it between the posts and it sits on top of it and it would make it look more finished.

Our first thought would be, do we need it and I like the idea of putting something in there that doesn't require landscaping such as crushed stone and just buy a cap. Give us another 30 days to explore that and short of getting rid of it, Yvonne and I are in agreement we prefer to put a cap on it, get rid of the rough top edge and make it look clean to the sight line.

Mr. Flint stated the only other update regarding the Laura Lane bridge is the contractor completed their work, or they thought they did. The engineer went out and did an as-built and the slope on part of the walkway exceed 5% so they have to repour about 80-feet.

Mr. Glasscock stated they are going to be doing it later this week.

Mr. Flint stated the specifications say, will not exceed 5% and in the preconstruction meeting Mark Vincutonis said it cannot exceed 5%. When they finished Mark said that looks like it is more than 5%. We withheld 20% retainage until we got final approval. They are going to be doing that later this week and hopefully, at that point we will be ready to open it.

Lights

Ms. Shouey stated I have a price coming in on 6-foot solar lights. I will also look at something inexpensive that will go right on the posts.

TENTH ORDER OF BUSINESS

Discussion Items

A. Crosswalk Painting

B. Street Curb Cleaning

Mr. Flint asked do you want Yvonne to bring back to the next meeting proposals for striping and pressure washing?

Ms. Shouey stated we will continue to pressure wash the sidewalks and we can include the curbs to save some money. I will get the proposal on the striping.

Mr. Dawson stated a crosswalk on Legends would be helpful.

Ms. Allen stated take a look at the vegetation in the island on Legends, it seems to be overgrown and blocks the line of sight.

Mr. Flint stated it sounds like Yvonne is going to have the pressure washing done inhouse and get a proposal from Fausnight for striping the crosswalk on Legenda and Masters

C. Update on Utility Work on Masters Boulevard

Mr. Flint asked is there a concern that they are not restoring the area?

Ms. Shouey stated it looks okay to me.

Ms. Allen stated I was just surprised to see it being done and nobody knew about it.

Ms. Shouey stated they didn't notify us at all because I went out there right away and they had a permit.

D. Proposed Roadway Improvements in Vicinity of Masters Boulevard and Goodman Road

Mr. Flint stated Jo Thacker reached out to us because the County is requiring certain intersection improvements, which are on CDD roads and they are going to need permission from the CDD. There are a couple things we were thinking as a result of the conversation and it might be able to be combined in one agreement. There are a couple islands that would be installed and some turn lanes. Those would be partly on CDD property, I think it crosses some private property that they have to deal with

Mr. Reicher stated I'm not sure how they get the island in there without widening the road. We drove it today.

Mr. Flint stated if they have to widen it they will; there is minimum lane size.

Ms. Allen asked are you talking about Goodman Road?

Mr. Flint stated yes.

Mr. Reicher stated I'm talking about Masters.

Mr. Flint stated Masters turns into Goodman.

Mr. Reicher stated we spent a lot of money to upgrade the landscape. We had a big community outreach to this developer to emphasize the finish and I assume those hashmarks on the map are islands. I'm less positive now that I have been out there physically to take a look.

Mr. Flint stated the discussion we had that is still preliminary is that any landscaping that they would install as part of this requirement by the County they would be obligated to maintain, it wouldn't fall on the CDD so we would have an agreement with them that would give them the

authority to work in the District's right-of-way and it would require them to meet any of the Appearance Board requirements so any of the landscaping that is installed would have to comply with the standards for the community. It would also give them the responsibility of maintaining the landscaping.

Ms. Shouey asked wouldn't it be better if we got an agreement with them to maintain it the same as we did in the interchange because they don't maintain things very well.

Mr. Flint stated the agreement would give us the right.

Mr. Reicher stated they are building a 70 million project in theory. There are a couple different layers. The District issue which we are talking about but there is also the community issue. We spent a lot of time with them making sure they were going to do the right thing as the community. Bottom line is the corporate guy told us on the phone their deal is tight, based on what they are contracted for, based on what is happening with prices, specifically lumber.

Ms. Allen asked are we thinking this red hatched area is a continuation of the island?

Mr. Reicher stated they were thinking about landscaping the median, which would be consistent with what we have along Masters/Goodman.

Mr. Flint stated what they are doing is as you come south there is a turn lane onto Old Goodman.

Mr. Reicher stated they can't do that in the area they have.

Mr. Glasscock stated they are widening it.

Mr. Reicher stated Jo called me, but I didn't want to respond until after we had this meeting.

Ms. Allen asked what do you recommend?

Mr. Reicher stated this is a bigger issue than the District and I think it goes back to the community. They committed to follow the standards within ChampionsGate. If he is saying that is striping on the road then I'm not a big fan of that, I think that takes away from everything. I just don't see details. The question is if they need the private right-of-way what is that worth to them and we are having that discussion.

Mr. Flint stated the CDD right-of-way there shouldn't be any consideration for it.

Mr. Dawson asked what do we need to do?

Mr. Flint stated we have a form of an agreement that I think we are going to send to them.

Mr. Clark stated yes. In this case we have a maintenance landscape issue.

Mr. Reicher stated the landscaping will go through the master design review committee and DRC, which is our architect, Yvonne and me and we typically approve these things.

Mr. Clark stated I think we can reasonably require landscaping.

Mr. Flint stated they are in the preliminary stages right now, and in the agreement we can make a requirement that they have to submit the drawings to be approved by the District. We are guessing what they want to do right now and this is all preliminary. I think that review can be delegated since we are not meeting until July. We will ask you to delegate authority to the chair to execute the right-of-way agreement and part of that agreement would be to require them to submit the drawings of the landscaping in the median that has to meet the requirements of the appearance review board.

Mr. Clark asked what do they need right now?

Mr. Reicher stated they need something they can put a budget to, it sounded like to me when George and I talked to them.

Mr. Flint stated there is the issue of the private property, which is not our issue.

Mr. Reicher stated we are talking about the landscape within the road. He is saying he thinks it is just striping. Do we want vertical striping on our CDD road? The easement is a different issue.

Ms. Allen stated we have said that from the beginning, if you are going to put a development there you need to continue the boulevard.

Mr. Reicher stated that was the community discussion.

Mr. Flint stated what I'm hearing is that the medians have to be landscaped, they need to restore any landscaping on the other side of the road, the landscaping needs to be consistent with community standards and all the other protections. I think we would want them to provide us with construction drawings prior to approval by the County. They have to submit it to the Appearance Review Board so they are going to have to have some a landscape architect develop a plan.

Mr. Reicher stated I can call her back.

Mr. Flint stated I'm wondering if Scott should call her back attorney to attorney.

Mr. Clark stated I'm happy to do that. One of the things we expressed in the last call was the lack of detail. We were sitting on a Zoom meeting trying to figure out what they were asking

for. We can get to a conceptual approval of the idea; we can keep communicating those standards to them and they can figure out whether that works for them.

Mr. Flint asked is the Board comfortable enough with that framework to authorize the chair to sign the agreement.

Mr. Clark stated that was my question. I don't know that they need an executed agreement.

Mr. Reicher stated I think they would need the reliance of the agreement because they are trying to close on the property. If I were them I would want that agreement.

Mr. Clark asked are they closing before July?

Mr. Reicher stated they have already extended their closing.

Mr. Clark stated then we probably have to authorize the chair to sign. We can do it with a conceptual approval. I will reach out to Jo and Marc is welcome to do that with me. The community standards are going to be something that you can explain that I can't.

On MOTION by Mr. Tennyson seconded by Mr. Howland with all in favor the conceptual agreement was approved, and the Chairman was authorized to execute it if needed.

ELEVENTH 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 February 1, 2021 through March 31, 2021 in the amount of \$192,399.45.

On MOTION by Mr. Dawson seconded by Ms. Clevenger 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. There was no Board action required.

TWELFTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests

Mr. Dawson stated a couple pieces of sidewalk need to be replaced. It was marked years ago but not repaired on the righthand side of Masters just before you pull into the main gate at Bella Trae. There are probably two or three more.

Mr. Flint stated it is health/safety we need to take care of it. I don't think there is any Board action at this point, Yvonne and Marc need to get proposals and execute the work.

Ms. Allen stated maybe we should take another look to see if there are other areas besides that one so as to get a better price.

Mr. Reicher stated I don't know if he is pouring any more sidewalks, but I will ask Shannon because getting small batch sidewalks has become expensive.

Mr. Flint stated you can get a mixer and get the concrete delivered on a pallet depending on the area you are doing.

Mr. Reicher stated we will look at it.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor the meeting adjourned at 3:16 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman