

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 11, 2020 at 2:00 p.m. via Zoom Video Conferencing.

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll and stated I did receive Ms. Clevenger's Oath of Office prior to the meeting.

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 10, 2020 Meeting

Ms. Allen stated I have a correction to the minutes. There was a reference to Phil, but it is typed as Bill. Mr. Flint stated on page 5 about halfway down.

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor the minutes of the February 10, 2020 meeting were approved, as amended.
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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2020-04
Approving the Proposed Fiscal Year 2021
Budget and Setting a Public Hearing**

Mr. Flint stated next is Resolution 2020-04, which approves a proposed budget and sets the date, place and time of the public hearing for its final consideration. The CDD is required to approve a proposed budget by June 15th, and 60 days before the public hearing for its final consideration. It is transmitted to Osceola County for comment, they have no approval authority. It also has to be placed on the District's website and some other requirements. This is not binding on the Board it is the first step in the budget process. The only thing the Board should be cognizant at this point is if there is any desire to potentially increase the annual assessments. There is additional noticing that would need to be done so we would want to know that earlier rather than later. I don't believe at this point there is a need for any increase in assessments. The proposed budget doesn't contemplate any increase. This budget if approved could be changed as long as you are not increasing the per unit assessment. It could be changed between now or at the public hearing. We are recommending your August 10th Board meeting at 2:00 p.m. at RIDA Development on ChampionsGate Boulevard as your public hearing.

Exhibit A that is attached to the resolution is the proposed budget and is substantially the same as the current year. The maintenance assessments are the same. Under the administrative expenses, information technology went down by \$1,200 and that is because when we did last year's budget we included an expense to do ADA audits on the website, but our insurer does not believe it is necessary. They just require desktop audits of the website. Insurance went up by \$200 and this is a projection; we have asked the insurer to provide what they believe the premium will be in October. They indicated it is going to increase by a small amount. Under maintenance, assuming all the contracts will remain the same, the only change was miscellaneous expense and that was to balance the budget at this point. We kept the contract amounts the same, the transfer out to capital reserve the same and we balanced the expenses against that \$729,000 in assessment revenue.

Does the Board have any questions on the proposed budget?

Ms. Allen stated I'm fine with the proposed budget, but I noticed on page 6 where you define each category, where it says security it references Osceola County Sheriff. I'm not sure that is still an accurate description.

Mr. Flint stated we will adjust that.

Mr. Dawson asked is the budget the same. I understand the highway patrol was a little higher.

Mr. Flint stated it turns out that this year we are projecting to spend what our budget is. We will have to look at that and see if those projections for the current year need to be adjusted and if so if next year's needs to be revised or we adjust the number of hours to fit within your budget. If we were to increase the security line we would have to decrease something else and at this point it would probably be the transfer into the capital reserve. We can make that adjustment going into the public hearing and we can talk about it again between now and then if the Board has a meeting prior to the August meeting.

Ms. Shouey stated in April he only worked three days and May is going to be sketchy too because of the Covid-19. People in their department had contracted it so they were doing double and triple shifts to cover.

Mr. Flint stated on the capital reserve we will adjust that going into the public hearing in August as well. Right now we plugged in \$100,000 in expenses and that is typically what we have done and then we evaluate our capital needs. For this year you can see the projects listed at the bottom that we anticipate may happen between now and September 30th; we have pedestrian boardwalk and some sidewalk and curbing work listed.

Ms. Shouey stated there is another problem. They are doing the sidewalk at Legends and the stormwater must be leaking because the sidewalk is sunk 2 ½ to 3 feet. I made them stop and they put some barriers up so people don't fall in it. I need to get someone out there with a camera to see what is going on under the road.

Mr. Flint stated I suggest having Mark go out there. We have had a lot of rain and it may not be a stormwater issue.

Ms. Shouey stated they said there is something leaking under the road, which means there may be problem with the road. If Mark can find someone to take a look that would be good.

Mr. Vincutonis stated send me a location and I will take a look at it and see if we can try to figure out what it might be.

Mr. Flint stated Mark can get the as-builts and see what piping is in that location.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor Resolution 2020-04 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposals

A. Ditch Cleaning Services

Ms. Shouey stated the vendor will provide us a proposal, but when he did it a couple years ago it was \$14,000. Most of that cost is from trucking.

Ms. Allen asked what ditches are we talking about?

Ms. Shouey stated at the entrance coming in off of I-4, those ditches fill up with water and then get clogged and it is supposed to flow into Reedy Creek and it doesn't flow anywhere, it just keeps building up from the on ramp and off ramp, both sides. He cleans it out and hauls the debris away.

Mr. Flint stated we probably do it every five years or so. What is the timing? Is it something that can wait?

Ms. Shouey stated they are out there working right now, what's why I wanted them to give me a proposal, he is also doing all the sidewalk and bridgework.

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor a not to exceed amount of \$18,000 was approved for cleaning the ditch.

B. Speed Hump Installation on Legends

Ms. Shouey stated Fausnight said they would stay with the same numbers as before, \$4,950 for the speed table and yellow markings, the striping is \$650 per speed bump on both sides so about \$1,200 per speed bump. They did not do our signs.

Mr. Flint stated the last time we did Masters Boulevard the Fausnight agreement was about \$20,000 and Poblocki put the signage in and that was \$760. I believe it was for four speed tables. We are talking about half of that so it would probably be \$11,000.

Ms. Shouey stated they gave us a price of \$1,000 for signs but we decided to go with a nicer sign. You are saying it was Poblocki.

Mr. Vincutonis stated we have a plan with the location of the two humps, basically south of Links Boulevard, keeping them clear of the turn lanes so they only extend over two lanes of traffic.

Mr. Flint stated we don't have a proposal from Fausnight but if the Board wanted to move forward with that in advance of the next meeting you can set a not to exceed amount or we can wait until the next meeting and bring back a formal proposal.

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor staff was authorized to proceed with the speed humps, striping and signage in an amount not to exceed \$15,000.

SIXTH ORDER OF BUSINESS**Discussion of FDOT Property Acquisition****Consideration of Resolution 2020-05**

Mr. Clark stated we had some conversation at our last meeting about the FDOT interchange work that we were trying to get up and going. The Board was in favor of it and wanted to move forward if there was no cost to the CDD for that, but we were lacking some of the detail. Since then we have been in quite a bit of communication with FDOT, they are working on a design, they have identified the property they need from the CDD and it is shown in survey details attached to the easement resolution. They are asking that the CDD donate an easement within ChampionsGate Boulevard, it is 70 ft x 63 ft permanent right of way easement area. Mark may have some comments on this because he has been plugged into the interchange design and how it might benefit the CDD to have the design.

Mr. Vincutonis stated we reviewed the maps and exhibits they sent and identified the various property owners and they came back and highlighted certain areas. They are basically going to be putting an island down the middle that allows you to make opposing lefts so if you are going towards I-4 on ChampionsGate Boulevard you can make a left onto Goodman and if you were coming away from I-4 you can make a left into the gas station. For any southbound traffic on Goodman it would be virtually impossible to make a left there without running over the concrete median.

Mr. Clark stated while this facilitates their interchange design, I think it also benefits us in solving a problem we have wrestled with for a long time.

The action I'm asking the Board to take today is to enter into the easement with the FDOT for no consideration. There are some ancillary documents that are part of the FDOT's normal package and I have filled them out appropriately. They asked for official Board action in the form of a resolution and that is Resolution 2020-05 that is before the Board now.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor Resolution 2020-05 was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports**

A. Attorney

Mr. Clark stated I have been trying to follow the issue of the no quorum meeting exception we are having now. It is obviously very useful for us now to be able to meet like this, but it goes against decades of law and attorney general opinions for having a meeting without a personal quorum in a room that is open to the public. The Governor has made this allowance for a brief period of time. It had been scheduled to expire on the 8th, the governor's latest order that extended his executive order also extended this and we don't know for how long, I think probably through May, but it is likely that your next meeting will need to be an in-person meeting like the ones we are used to having.

Mr. Tennyson asked when is our next meeting?

Mr. Flint responded you have a July 13th meeting then August 10th.

Mr. Clark stated the Governor's guidelines for step 1, 2, and 3 as written have the quorum exemption expiring in step 2, which is the next step that will be taken. He could change that; I know there has been a lot of local government lawyers who have pushed for that part of it to be extended longer just because many boards have senior citizens and others who are not comfortable being in public. We will see what happens, but I would be really surprised if it extends to July.

Mr. Flint stated in the interim we are running notices that allow the flexibility for meetings because we don't know when Phase 2 will be implemented.

B. Engineer

Mr. Vincutonis stated we are working on the annual inspection and we will put together our typical report with a list of items that we feel should be repaired with an estimate of cost and a map to go along with it.

C. Manager**i. Approval of Check Register**

Mr. Flint presented the check register from February 1, 2020 through April 30, 2020 in the amount of \$255,145.74.

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

ii. Balance Sheet and Income Statement

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

iii. Presentation of Number of Registered Voters – 1,348

A copy of the letter from the Supervisor or Elections indicating there are 1,348 registered voters residing within the District was included in the agenda package.

iv. Discussion of Qualifying Period and Procedure

Mr. Flint stated I have included a one-page summary of the qualifying procedures off the Supervisor of Elections website. We have Darin's seat, Elizabeth's seat and Wes' seat, their term expires in November of this year. If you are interested in running for those seats or if anyone else is interested in running for those seats, the process is laid out in this one-page information sheet. The qualifying period starts on June 8th and ends on June 12th. You can qualify by paying a \$25 fee or by getting 25 signatures and the dealing for the signature process is May 11th. You will want to contact the Osceola County Supervisor of Elections. Also on their website are all the forms you would need.

Ms. Allen asked can you only submit them during that period from June 8th to June 12th?

Mr. Flint responded no, you can submit them prior to that.

Ms. Allen asked then what is the timeframe for?

Mr. Flint stated that is the period they historically submit information to qualify, but I'm fairly sure you can submit all your information in advance of June 8th, but they will not be reviewing it until that qualifying period.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Dawson stated the status of the boardwalk and status of the repair of some of the sidewalks and the new sidewalk on the Osceola side of ChampionsGate Boulevard.

Ms. Shouey stated they are just waiting for the permit and the bridge guy to have time to be able to do it. They said they will start no later than September and will finish it in a month. They are working on the sidewalks right now.

Ms. Allen asked how did we do on the cost of the sidewalk? Last time we did a do not exceed.

Ms. Shouey stated they are not done. They gave us a proposal, the not to exceed is a final price.

Mr. Flint asked is the Board satisfied with the stone and painting the curb or do you want a price to fill those in like we have done in front of RIDA's office?

Ms. Allen stated if stone has done the job then that is fine.

Ms. Shouey stated if you want a cost now is the time because I have all the concrete people there.

Mr. Dawson stated they painted it yellow, which is better than it was before, the stones do a pretty good job, but it is going to be ongoing unless we fill it in with concrete. Even concrete isn't going to help much.

Ms. Shouey stated they put dirt in first then the stone, and they sprinkled in a bunch of concrete and wet it so it is not just stones laying there. It has held up pretty good.

Mr. Dawson asked do you have a location for each of the repairs that we can talk about? I photographed each of them myself going down Masters as well as ChampionsGate Boulevard?

Ms. Shouey responded I don't have anything here.

Mr. Dawson stated I just want to cross reference the ones that I think are kind of nasty. I'm sure they are fine I just wanted to double check.

Ms. Shouey stated the guys have been filling in the smaller ones and doing a really good job. They have found something that really matches the coloring.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Dawson seconded by Mr. Holland with all in favor the meeting adjourned at 3:15 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman