

MINUTES OF MEETING
CHAMPIONSGATE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, July 20, 2020 at 2:30 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 May 11, 2020 Meeting

Mr. Dawson stated on page 9 my name is spelled wrong.

On MOTION by Mr. Tennyson seconded by Ms. Clevenger with all in favor the minutes of the May 11, 2020 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Consideration of Agreement with Hanson Walter & Associates to Provide Land Surveying Services Related to Laura Lane Sidewalk & Boardwalk Projects

Mr. Flint stated this is an agreement with Hanson & Walter to provide work related to the Laura Lane sidewalk and boardwalk project.

Mr. Vincutonis stated we have generated a site plan for the GC that was hired to install the boardwalk and sidewalk to go along with their architectural and structural package to the county building department. The building department had asked a few questions about setbacks from property lines and some cross sections and as-built information and we had some back and forth with them and they said we need to turn in a site development plan of the project to show those things. We prepared a proposal to do some additional surveying, which has been completed at this point to get that boundary control and boundary lines of various tracts into the plans as well as an item to handle the STP processing, which is basically a County application and running the plan through the county review. I believe George is reviewing that application and we will be getting that back soon as well as the submittal fee and we plan to turn that in this week to the County. The proposal covers our surveying and engineering time for those services the contractor needed.

Mr. Flint stated because the rules of the game changed a little bit from the County's perspective they are requiring a site development plan. I suggested the Engineer provide a task order related to their services in relation to the new permitting requirements that the County has now put on us. Time and materials is not to exceed \$6,200 and it hasn't held up the project to this point. It would be good to have a framework for what our obligations are with the Engineer related to this. We would just add this to the cost of the project.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the agreement with Hanson Walter & Associates to provide surveying services related to the Laura Lane sidewalk and boardwalk project was ratified.
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FIFTH ORDER OF BUSINESS

Ratification of Proposals

A. Fausnight Stripe and Line for Installation of Speed Humps on Legends Boulevard

Mr. Flint stated the Board had approved a not to exceed amount for this work and this is bringing back the actual proposal from Fausnight. I think the actual cost exceeded what the Board had previously approved, but we didn't want to hold up this project. It was signed by the Chair and we are asking the Board to ratify the execution of the proposal

Ms. Allen asked what is the timeline of this project?

Ms. Shouey stated it should be starting within the next week. We already sent them the down payment in June, but somehow their accounting people didn't turn it over to Bill to start the work. I talked to him this morning and they should start no later than next week and it won't take more than a week to put it in.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the proposal from Fausnight Stripe and Line was ratified.

B. QGS Development to Provide Labor and Materials for Legends Boulevard Work

Mr. Flint stated this is for the initial TVing and troubleshooting of the collapsed sidewalk. They found one of the joints between two of the pipes was compromised and they subsequently also made the repair. It was a very cost-effective approach to the repair, they inserted a sleeve inside the pipe, which required that the pipe didn't have to be replaced, it didn't have to be excavated. There is a band with a sleeve that was inserted from the inside.

On MOTION by Mr. Tennyson seconded by Mr. Howland with all in favor the proposal from QGS Development was ratified.

SIXTH ORDER OF BUSINESS

**Consideration of License Agreements (2)
with FDOT Related to Roadway
Modifications**

Mr. Clark stated the Board approved at the last meeting the easement agreement within the roadway and just about a week ago FDOT came back and indicated in connection with their work there was some sidewalk reconfiguration that they don't need an easement for, they are acknowledging that there is going to be some work that conflicts with the sidewalks and they will be torn up a bit, they will be redone and that work is depicted in the drawings. Essentially, we are giving them the right to enter onto District property and do work on the sidewalks in connection with the interchange work that they are doing.

Ms. Allen stated on the first license agreement it says, and stormwater ponds will be modified as necessary.

Mr. Reicher stated I think they are referring to the island where the ChampionsGate flag is, I don't think they are modifying those ponds, but temporarily they might modify it or not. I know we are going to lose those palm trees for the road on the pond side when you get off. The plans are about 60% and they are moving along nicely.

Mr. Clark stated I think the agreement forms kind of a one size fits all, if you look at the diagrams there is no license area that includes our stormwater ponds.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the license agreements with FDOT related to roadway modifications were approved.

SEVENTH ORDER OF BUSINESS

Presentation of Annual Engineer's Report

Mr. Flint stated the bonds have been paid off but we ask the Engineer to do an annual review of all the infrastructure that the District owns to make sure that there are no issues, it is being maintained, that we are carrying the proper insurance and that sort of thing. It was a bond requirement that we have asked the Engineer to continue to do. You have the letter report.

Mr. Vincutonis stated it is a very detailed report, we looked at the streets, inlets, stormwater ponds. We prepared a map showing the locations to make it easy to be able to send someone out there to fix it if the Board chooses to do so. The majority of the items were curb inlets where they are cracked or chipped or rebar exposed. That seemed to be the most common thing we found. There is a stormwater pond, a very narrow pond between the sidewalk and wetlands across from the entrance to the Omni that historically tends to grow pretty quick with vegetation and that should be cleaned out. Typically, the maintenance staff will tackle what they can and whatever is left, go out to a third party to get a price to fix or repair whatever is needed at that point.

Mr. Flint stated probably the best approach is for the Onsite Manager to review this list and whatever they can do inhouse they can do, whatever Weber can do and then we can figure out what else needs to be done and you can bring back proposals to the Board.

Ms. Shouey stated in the past we have never done anything at Bella Trae and nothing behind the Gate Apartments. Is that wrong? Are we supposed to be doing that?

Mr. Flint stated these are all ponds that are part of the stormwater management permit. As the permit holder we need to advise Bella Trae there is an issue.

Ms. Shouey stated that is what we have done in the past.

Mr. Reicher stated as it relates to no. 14 pond, I believe that pond is servicing some of the retail off of ChampionsGate Boulevard too. When we expanded that pond I think it was more than just for the apartments and I think that will fall to us.

Ms. Shouey stated we shouldn't, it is not on our property.

Ms. Vincutonis stated there is an easement placed over that pond.

Mr. Reicher stated we will look at it offline and come up with the proper recommendation. We will take a look at it and report back.

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor staff was authorized to get the concrete and other miscellaneous repairs done in an amount not to exceed \$10,000.

EIGHTH 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 May 1, 2020 through July 14, 2020 in the amount of \$172,297.45.

On MOTION by Ms. Clevenger seconded by Ms. Allen 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.

NINTH ORDER OF BUSINESS

Other Business

Mr. Flint stated you have meeting next month. As far as the election in November there are three seats that are up. Elizabeth qualified for her seat unopposed and Wesley qualified for his seat unopposed. No one qualified for Darin's seat so the Board will need to declare that seat vacant next month effective the second Tuesday after the election in November and if Darin is interested in continuing on the Board can reappoint him or they could appoint someone else, but the remaining Board members will appoint someone to that seat.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Dawson asked since we now have Legends sidewalk issue is there anything happening relative to repairing the sidewalk?

Ms. Shouey stated Mark Vincutonis has the proposal to finish the repairs, due to the fact that we had to postpone and couldn't use the concrete from the original repairs because of repairing the pipe there is an additional cost.

Mr. Vincutonis stated the repair proposed under a previous sidewalk repair project that included this area and you were getting a better price because you were doing a larger quantity of work, with the smaller quantity the prices are higher.

Ms. Allen asked could we wrap that into the curb work so it wouldn't be such an isolated cost?

Mr. Dawson will do a drive around with Ms. Shouey to select the curb areas to be repaired.

ELEVENTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Dawson seconded by Mr. Holland with all in favor the meeting adjourned at 3:10 p.m.
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Secretary/Assistant Secretary


Chairman/Vice Chairman