

MINUTES OF MEETING  
CHAMPIONSGATE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, December 9, 2019 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

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
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. Yansik asked can we get someone to look at the fire ants? There are half dozen mounds on Masters, a couple on ChampionsGate.

Ms. Shouey stated they treat for fire ants almost every day. I will tell them.

Mr. Yansik stated they did a lot better on the road; it looks a whole lot better than it was. It doesn't seem to be as wavy when you drive on it.

I sent an email to the sheriff about lack of enforcement here for trucks. We got a little activity because I saw three or four sheriff's cars last week and an unmarked car. Maybe if we put more pressure on them, we will get more enforcement.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

A. **Acceptance of Resignation of Phillip Montalvo**

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor Phillip Montalvo’s resignation was accepted.

**B. Review of Resumes/Letters of Interest**

Mr. Flint stated we received four letters of interest, two of which are in your agenda package and I handed out two that came in subsequent to the book going out. When there is a vacancy on the Board the remaining Board members appoint a replacement to the end of the term of that seat. Phil’s seat expires November 2020. There is one of the four here and it is up to the Board if you want to allow him to make a statement or ask him questions.

**C. Appointment of Individual to Fill the Board Vacancy with a Term Ending November 2020**

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor Wesley Holland was appointed to fill the unexpired term of office.

**D. Administration of Oath of Office to Newly Appointed Board Member**

Mr. Flint stated I will notify Dr. Holland and administer his Oath of Office at the next meeting.

**E. Consideration of Resolution 2020-01 Electing Officers**

Mr. Flint stated Mr. Montalvo was the Chair, Darin is Vice Chair, Ariel Lovera is the Treasurer, Yvonne is an Assistant Treasurer, I am the Secretary and typically the three Board members who are not Chair or Vice Chair are Assistant Secretaries.

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor Resolution 2020-01 was approved reflecting the following officers: Mr. Dawson Chairman, Mr. Tennyson Vice Chair, Ms. Allen, Dr. Holland and Mr. Rockefeller Assistant Secretaries, Mr. Flint Secretary, Mr. Lovera Treasurer and Ms. Shouey Assistant Treasurer.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the September 17, 2019 Meeting**

On MOTION by Mr. Tennyson seconded by Ms. Allen with all in favor the minutes of the September 17, 2019 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Discussion Items**

**A Masters Boulevard Overlay Project**

Mr. Vincutonis stated at the last meeting we talked about getting the results of the Geotech report and they found 28 locations that did not pass the DOT requirements of 3/8". They made a recommendation to repair each of those areas 50 feet either side of it. Marc, Yvonne and I met with AAA onsite and they agreed to do everything the report outlined at their cost. The work was done Friday and over the weekend. I have driven it a couple times and it feels pretty good. You feel the seams as expected but I think overall the job was done satisfactorily. At this point we just need to determine how much you want to pay. The speed humps aren't done and striping is done, a couple valve cans need to be raised. We talked to them about those items when we met but those items have been lagging after the bulk of the work was done. We will follow-up with them and see when they will do those. At this point I would think we should pay 85% or 90%. It can be 90% and retain 10% until the job is complete.

Ms. Allen asked how do we measure the quality of the work they just did to bring it into specification?

Mr. Vincutonis stated you would have to do another rolling straight edge test on the new areas.

Ms. Allen stated then you are comfortable with the work they did compared to the way it was before.

Mr. Dawson stated it drives better as well.

Ms. Shouey stated they are paying for the report. I doubt if we can get them to pay for another report as well.

Mr. Vincutonis stated the contract with Universal was between the Board and them for that study.

Mr. Dawson asked is it appropriate to hold back \$4,000?

Mr. Clark stated since the test resulted in showing a deficiency then it is appropriate to ask them to pay for it.

Mr. Flint stated we can hold out 10% plus the cost of the Geotech.

On MOTION by Mr. Dawson seconded by Mr. Tennyson with all in favor staff was authorized to pay 90% less the cost of the Geotech.

**B. Speed Humps on Legends Boulevard**

Mr. Flint stated there was discussion at the last meeting about whether the existing speed humps on Masters could be saved and potentially reinstalled on Legends.

Ms. Shouey stated they couldn't be saved. They tried to pull them up and they were disintegrating.

Mr. Flint stated I don't know the lifespan on those rubbers ones but to go to the expense of reinstalling something that is close to the end of its life probably doesn't make a lot of sense.

Mr. Dawson asked how much are they?

Mr. Vincutonis stated probably \$4,000, the rubber ones are more expensive than asphalt.

Mr. Flint stated you have to add in the striping and signage costs and it depends on if you want to use the decorative pole or a U channel galvanized pole. The decorative poles are \$1,000 each. Does the Board want us to get pricing on new speed humps or just defer it?

Mr. Tennyson stated Legends is all we are talking about.

Mr. Flint asked did the Board make a decision on the location of the proposed speed humps?

Mr. Dawson stated I propose that whatever the distance of the speed hump is to the Masters Boulevard crosswalk would be the same distance.

Mr. Vincutonis stated it is usually 100 feet from the intersection. On Legends you have left turn lanes so you want to keep them out of the left turn lanes so just prior to the left turn lane is where you would want to put it.

Mr. Flint stated I think you would want to look at the Engineer for the recommendation on that. Fausnight is good. We will get prices then the Board can decide what you want to do.

Mr. Vincutonis stated you are looking at potentially four; one as you get past the entrance into the realty office, one at the beginning of the left turn lane, and potentially one or two on the southbound side.

Mr. Flint stated I think the main concern is the intersection at Links, north and south. I don't know that we need to do traffic calming on the entire stretch, just near that intersection for pedestrian safety.

**C. Status of Laura Lane Sidewalk Installation Project**

Ms. Shouey stated this is for a six foot pedestrian boardwalk and the price is \$127,000; to do an eight foot is \$138,000 and the price to finish that up to go to South Goodman Road and it is \$27,000 to finish the curb, sidewalk and provide handrails on that side so for a 6 foot it is \$127,000 plus \$27,000 and for an eight foot pedestrian boardwalk it is \$138,000 plus \$27,000.

Ms. Allen asked what is the recommendation?

Mr. Vincutonis stated staying on the north side is fine, the property ownership was an issue and you also avoid those drives. You have a crosswalk at Legends to get people to that side and on the other end by the 7-11 there is sidewalk on both sides and ramps on both sides we can tie into.

Ms. Shouey stated they propose to do ADA on both ends of the sidewalk.

Ms. Allen asked what is the lifespan of this compared to concrete? What is the ongoing maintenance for something like this?

Ms. Shouey stated we have this on the golf course and they pressure treat and stain them every year. We have had ours up there for 13 years.

Mr. Flint stated there is going to be additional maintenance on it and probably every 10 to 15 years you need to replace some of the boards and railings. The expense will be higher over time.

Mr. Vincutonis stated fortunately this boardwalk is in the sun and it will tend to last a little longer.

Ms. Shouey stated this is going to have to be done quickly because this is pricing off golf time because they all do golf courses.

Mr. Flint stated if the Board is amenable we would like District Counsel to draft an agreement and in the agreement you likely would want a provision that it would be ADA compliant.

Mr. Clark stated find out when they can start and how long they need from there and I will prepare an agreement for that.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor District Counsel was authorized to draft an agreement for the construction of a 6-foot wide pedestrian boardwalk in the amount of \$127,000 along with the sidewalk in the amount of \$27,000 as outlined in the proposal and the Chair was authorized to put a timeframe in but not as a requirement.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals**

**A. Mulch Installation on Boulevards**

Mr. Flint stated the first proposal is for mulch on the boulevard.

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor the installation of mulch by Weber Services in the amount of \$22,500 was approved.

**B. Sidewalk Work**

This item deferred, but if there are areas that are a safety concern staff with approval of the Chair, will have those areas repaired/replaced.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-02 Amending the Fiscal Year 2019 Budget**

Mr. Flint stated if the actual expenses exceed the total budget the Board is required to amend the budget at the end of the year. This is truing up the actuals to the budget numbers. We have identified an additional \$16,847 in maintenance assessments on the revenue side and recognized an additional \$243,000 in beginning fund balance. We have the full amount in there, but we are showing a projected ending fund balance of \$219,000 so we didn't have to use the actual cash from the beginning fund balance, but we have recognized it here for purposes of the budget amendment. Your administrative costs are going up by about \$18,000 and the maintenance costs are going up by about \$22,000 and the revenue is increasing by \$16,900 so we are using some of the fund balance to cover that projected increase.

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor Resolution 2020-02 was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of First Amendment to Landscape Maintenance Services Agreement with Weber Environmental Service, Inc.**

Mr. Flint stated this extends the agreement an additional 12 months with all the other terms and conditions remaining the same and they have held their price. It does have a 30-day termination provision without cause so if for some reason the Board decided as a result of performance or otherwise you can get out of it even though you are extending it 12 months.

On MOTION by Mr. Tennyson seconded by Mr. Dawson with all in favor the first amendment to the landscape maintenance services agreement with Weber Environmental Service, Inc. to extend the contract to September 30, 2020 was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Clark asked where did we end up with our sign company issue?

Ms. Shouey stated they are finished and they look 100% better.

Mr. Clark stated if we are finished and think it is going to finally be over then we need to close out the contract, we need to financially try to figure out if we are going to pay them the balance. Since the Board has previously taken action not to pay them, I would like the Board to give the manager direction if you want to go ahead and pay the contractor.

Ms. Allen asked this is the final bill, correct?

Mr. Tennyson stated \$76,635.

Mr. Dawson stated that is the agreed upon amount in the first place.

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor the final payment to Poblocki of \$76,635 was approved.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

Ms. Allen stated I do see on the check register security was \$1,250 every two weeks.

Ms. Viscarra stated it depends on the billing cycle and the rates on holidays are higher so the amount will vary. Maurice's are fixed.

Ms. Allen asked if they are getting pulled off to go to Lennar, is this an expense we still want to bear?

Ms. Shouey stated no, I don't think it is worth it. They have not made one arrest, they had some verbals.

Mr. Dawson stated I don't see why we have to pay for something that by rights we should get for our taxes.

Mr. Flint stated in the near term if you don't believe there is benefit to it then a motion to terminate the agreement would be in order.

Ms. Shouey stated there is a traffic guy at the county that could help us.

Ms. Allen stated if they are getting pulled off the job to go somewhere else and don't subtract when they are not here then I don't see what we are paying them for.

Mr. Vincutonis stated if they get a call they have to go.

Ms. Allen stated even though we are paying there is no guarantee that they are going to stay here.

Mr. Dawson stated with Maurice around as often as he is at least there is some coverage.

Ms. Shouey stated maybe we could get him to do a few nights.

Ms. Viscarra stated if you decide to terminate the agreement with the county Officer Maurice's rate is \$2,60 per month and in a year that is \$31,680 and we budget about \$57,000 so we have some wiggle room if wanted to add certain nights if he is willing to do it.

Ms. Shouey stated I think he would get some of his buddies out here.

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor the agreement with the Osceola County Sheriff's Department for security detail was terminated.

Ms. Shouey stated We talked at the last meeting about the traffic controls that had to be rebuilt and redone and I had the prices in there to do it last time and we said we would talk about it this time. The lights need a lot of new parts, they have been up there since 2001.

Mr. Flint stated there are not a lot of companies that do this and we have been working with Traffic Engineering Management.

Ms. Allen asked is the quote still good because it is dated April 5<sup>th</sup> and it is good for 90 days? Do we need a new quote?

Ms. Shouey stated no.

Mr. Flint stated see if you can get a second quote and if not the Chair would be authorized to approved this proposal.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor an amount not to exceed \$50,000 was approved for the rebuild of the signal at Legends and at Masters.

**i. Approval of Check Register**

Mr. Flint presented the check register from September 10, 2019 through December 2, 2019 in the amount of \$138,829.97.

On MOTION by Mr. Tennyson seconded by Mr. Dawson 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.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Tennyson stated we replanted the shrubbery in the front. Are they going to trim that as soon as it takes root?

Ms. Shouey responded yes, I want to get it above the top of the fence.

Ms. Allen stated I sit on the clubhouse and grounds for the master board and we discussed your recommendation to get the work done on the sign across from White Shark Boulevard to spruce up that area. Getting quotes on that should be done soon.

Ms. Shouey stated I noticed on Legends your landscaping is terrible.

Ms. Allen stated it is but that is on the docket and we have quotes coming in.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

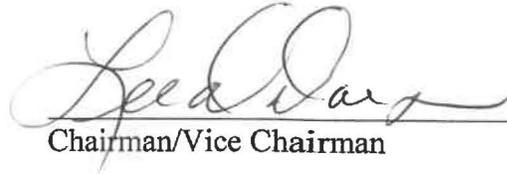
A resident asked why were all the streetlights on, on Masters and ChampionsGate from 9:00 a.m.?

Mr. Shouey responded they guy was here working on them.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the meeting adjourned at 3:23 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman